



## **Resource Development Intern**

Calling out outgoing individuals! We want you to apply for our Resource Development Intern position. You'll be responsible for assisting us with developing, maintaining, and expanding partnerships in the Denton County community by working with city officials, business owners, and individual donors to help us raise the funds we need to fulfill our mission of eliminating sub-standard housing.

### **What You'll be Doing:**

- Develop and strengthen relationships between Habitat Denton and community stakeholders
- Form and maintain partnerships with Denton County businesses and social-service organizations
- Develop strategic target lists of potential partnerships (businesses, churches, individuals)
- Assist with event planning for special events
- Provide staff support and other administrative duties as needed

### **What You'll Take Away:**

- Data gathering and analysis skills
- Public speaking, fundraising, and event planning experience
- Experience building community partnerships
- Strategic planning skills
- An inside peek at what goes on "backstage" in a non-profit organization

### **Who/What We're Looking For:**

- Good work ethic and the ability to represent Habitat Denton in a professional and positive manner is a MUST
- Enthusiasm for the mission of Habitat for Humanity of Denton County and the families we serve
- Undergraduate/graduate student or recent graduate seeking relevant experience in marketing/advertising, public relations, communication, or a related field, preferred
- Excellent public speaking and presentation skills
- Outgoing personality - can form positive relationships in any environment
- Ability to meet deadlines and adjust to changing priorities, in addition to handling several tasks concurrently
- Excellent verbal and written communication skills
- Punctuality and reliability both within Habitat Denton and in partner interactions
- Ability to maintain detailed records and confidential information

**For more information or to apply, email your resume and cover letter to  
TiffanyYoungblood@hfhdentoncounty.org**

**Habitat for Humanity of Denton County is a 501(c) non-profit organization and an Equal Opportunity Employer. All internships are unpaid.**