United Way of the
Lower Eastern Shore

Position: Future Community Impact Maker Intern—Summer 2024
Classification: Paid Internship
Eligibility: Open to students currently enrolled in or entering higher education in Fall 2024
Dates: June 14 to August 16, 2024
Schedule: 30 hours per week; varied schedule
Rate of Pay: $15 per hour

About UWLES: United Way of the Lower Eastern Shore (UWLES), now in its 79th year of local service, harnesses the power of our community to advance health, education, and financial stability for all neighbors in Dorchester, Somerset, Wicomico and Worcester counties. UWLES helps empower Lower Shore residents to achieve better health by addressing barriers to care, educational success by reducing the achievement gap between low- and middle-income students, and financial stability by advancing the economic security of families and individuals. UWLES provides direct services, collaborates with local stakeholders, and supports dozens of local nonprofits to strengthen the entire community, impacting 1 in every 3 individuals on the Lower Shore annually.

Scope: The Intern will be responsible for helping UWLES with events and programs, donor relations, fundraising, data entry and analysis, community engagement, and volunteer outreach. The Intern will work with staff and volunteers and assist with programs including *Dine, Stay, and Play United*, *Lower Shore Art Addiction Awareness Art Competition*, the annual Community Impact funding process for nonprofits, and plans for UWLES's 80th Anniversary. The Intern will represent UWLES at community events. Work will primarily take place at the UWLES office in Salisbury, although some local travel on the Lower Shore is required. Opportunities for professional development will be available.

Minimum Qualifications

- High School diploma or equivalent. Currently enrolled in or entering higher education in Fall 2024.
- Excellent oral and written communication skills
- Strong computer skills
- Interest in community-based work and service
- Proven ability to work effectively and produce successful results with minimal supervision.
- Transportation required. Standard mileage reimbursement is provided for local work-related travel.

Interested candidates should submit resume and cover letter via email by **5:00 pm on April 5, 2024** to:
Claire Otterbein at **claire@uwles.org**

This is a temporary position as an employee of UWLES, made possible by a grant from Atlantic Union Bank. UWLES is an Equal Opportunity Employer that does not discriminate on the basis of race, national origin, gender, gender identity, sexual orientation, protected veteran status, disability, age, or other legally protected status.

The UWLES office is located at 803. N. Salisbury Blvd, Suite 2100, Salisbury, MD 21801. For more information on United Way of the Lower Eastern Shore, please visit our website and social media pages! www.uwles.org, FB @uwles, Instagram @unitedwayles, Twitter @UNITEDWAY_LES