

Technology Internship

ABOUT THE ORGANIZATION

Battle Born Progress (501c4) is the non-profit public relations firm of the progressive community in Nevada. We work on a variety of issues from gun violence prevention to protecting public lands to ensuring a diverse and fair federal judiciary. Our goal is to bring Nevadans the latest news on the issues affecting our state and provide communities with the tools to take action online, in the Legislature or at the polls. Institute for a Progressive Nevada (501c3) educates, empowers and engages Nevadans to build a state where everyone has a fair opportunity to succeed.

ABOUT THE TECHNOLOGY TEAM

The Technology team supports and enables the rest of the work in the organization. We do this by providing support for existing tools as well as creating tools when necessary. We create and support databases, websites, multi-channel advertising campaigns, video content, event photography, data management tools, and more.

This is a great opportunity for a communication-focused, technology and media-savvy, politically motivated person to learn and hone their interests and skills in a fast-paced and ever-changing environment.

THE POSITION

Status: Unpaid internship

Reports to: Tech Director

Hours: 15 - 20 hours per week (15 hours minimum during regular business hours: anytime Monday - Friday 10a - 6p. **If participating in an event:** events may be scheduled after 6p on weekdays and anytime between 9a and 8p on weekends. Intern attendance at events outside Monday - Friday 10a - 6p is welcomed, but not required.).

Responsibilities

- Assist Tech Director with a wide range of projects.

Required Skills & Knowledge

- Be enrolled in a graduate or undergraduate degree, or as a Senior in high school
- Be flexible, responsible, and committed to the BBP/IPN mission
- Possess good communication skills
- Be able and willing to quickly acquire new skills
- Conceptual understanding of communication processes in relation to technology
- Be able to adjust to fast-changing priorities and deadlines
- Experience with basic office technology (productivity apps, networking, printers, troubleshooting, etc.)

Preferred Skills & Knowledge

- Experience with modern web development
- Experience with a current programming or scripting language
- Audio and video production/engineering
- Photography
- Social media management
- Experience with SQL or SQL variants
- Functional knowledge of Adobe Creative Suite

Other

- Must be 17 years or older
- Must have reliable transportation
- Must be able to intern a minimum of 15 hours per week

To Apply: To apply, send a one-page resume and a short cover letter to mike@battlebornprogress.org. Please include links to examples of your work.