



Vision To Venture



VisionToVenture

Bailey Power Plant
486 N Patterson Avenue
Innovation Suite #248
Winston-Salem, NC 27101
Kami Leslie

Winston Starts in partnership with Vision to Venture
Internship Program - Fall 2024
Programming - Events - Marketing Coordinator job description

This internship is a robust and hands-on program to foster the next generation of proactive, competent professionals and leaders in the entrepreneurship world and nonprofits.

Our interns become part of the team to support capacity building for the organization as it provides services to founders and the local entrepreneurial ecosystem.

About Winston Starts

- WS helps entrepreneurs successfully scale their businesses to new heights. We provide a development framework, valuable resources, and the long runway you need to grow your business and realize your dreams.

About Vision to Venture

- Our purpose is to energize startup ecosystems and guide budding entrepreneurs, using customer-focused strategies to turn aspirations into tangible impacts—from concept to commerce, from Vision to Venture.

Framework

Our interns build their resumes by working on complex assignments. They are exposed to industry-recognized best practices and consequently improve their future employability.

One of the program's desired outcomes is to provide post-internship opportunities for alumni interested in working in entrepreneurship, leadership, and the nonprofit sector.

Winston Starts and Vision to Venture partner with several influential entrepreneurs-centered organizations and need support from young, creative, and innovative individuals in various areas, including administration, marketing, operations & logistics, and programming.

Quality internship experiences only occur with quality supervision. Our Internship Supervisor allocates a significant part of her time to onboard, train, and guide interns, therefore becoming their Mentor while managing them efficiently. Interns will become part of the team and not only learn how to work under the supervision of the Director of Community Development & Events but also interact with key partners, learning to act and behave as professionals within an inclusive and transparent work environment.

Internship success metrics

- Skills acquired match the intern's professional goals
- The career path after the internship is related to the internship objectives
- Interns enroll in one of our programs and develop their entrepreneurial journey

Measured Through

- Entrance & exit survey
- Weekly check-in meetings w/ supervisor and monthly assessment setting meetings
- Essay to be determined at the start of the internship and reviewed by the supervisor at the end of the internship

Information contained herein is proprietary and confidential.



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We seek motivated undergraduate and graduate students interested in the intersection of entrepreneurship, curriculum, marketing, events, nonprofits, and community building.

This internship is ideal for anyone pursuing a career in either of these areas, as well as business, nonprofit management, project management, or someone interested in making an impact in the entrepreneurial community and/or looking to open their own business in the future.

Candidates need to be open to become part of an energetic organization and learn new skills and best practices. As entrepreneurs do, our interns grab opportunities and set themselves to success by optimizing their potential.

Interns will be able to gain

- Academic credits
- Hands-on experience
- Industry-recognized qualifications
- Applicable skill set and exposure to national & global best practices
- Profit from strong mentoring during the internship and after they leave the program
- Get familiar with the entrepreneurial ecosystem and create connections for future employment
- Improve their future employability

Duties to include but not limited to

- Coordinate events and get involved with overall event management
- Gain hands-on experience in project management & related “tool-kits”
- Support operations and logistics for our programs & events
- Assist with content creation of social media posts for our various social media accounts
- Assist in updating database platforms
- Assist in interpreting analytics, and digital marketing responses via website, email, and social media
- Assist with compiling stats from our programs' surveys to develop an Impact Report
- Work with staff to broaden outreach and development in the entrepreneurial community
- Analyze cohort entry and exit survey data
- Learn how to effectively use project management platforms and other administrative digital tools (Google Suite, Monday.com, Asana, Canva, Eventbrite, WIX, Slack, Discord and more).
- Other duties as assigned

Hours required and work setting

- Internship dates: September 2nd to Dec. 6th 2024.
- 12-15 hours per week during school time
- Internship duration and work schedule will be established upon a mutual agreement between the intern candidate and the internship supervisor
- Possibility to work some hours remotely upon a mutual agreement between the intern candidate and the internship supervisor
- Unpaid internship



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Interns Profile

- Be confident working and collaborating with a team
- Present initiative, innovative, productive, and problem-solving skills
- Detailed-oriented and at the same time able to understand the organization's overall needs
- Good communicator
- Strong composition / writing skills
- Curious and not afraid of being challenged
- Goal oriented
- Trustworthy

Skills required

- Google Suite
- Monday.com (or any other Task Management platform)
- Canva
- Outlook or Google calendar
- Zoom / Google Meet

Selected list of Programs & Events

- Explore - Winston Starts 10-week early stage entrepreneurial curriculum
- Winston Starts Founders & Community events
- Techstars Startup Weekend Winston Salem 2024
- Mentoring program for entrepreneurs

To apply, email a brief cover letter and your resume to Kami Leslie - Director of Community Development & Events
community@winstonstarts.com

We look forward to working with our interns and supporting their entrepreneurship journey!