Village Building Convergence 2019

Relationship Intern Description
Vision
The City Repair Project fosters thriving, inclusive and sustainable communities through the creative reclamation of public space.

Mission
City Repair facilitates artistic and ecologically-oriented placemaking through projects that honor the interconnection of human communities and the natural world. The many projects of City Repair have been accomplished by a mostly volunteer staff and thousands of volunteer citizen activists. We provide support, resources, and opportunities to help diverse communities reclaim the culture, power, and joy that we all deserve.

What is the VBC?
Our flagship and largest program and annual springtime barn-raiser the Village Building Convergence (VBC)! Through the VBC, we facilitate “placemaking” to encourage the emergence of a modern village spirit. Over the past 18 years we have facilitated over 600 events across the city. Every year, we facilitate over 30 communities with their placemaking and placekeeping. During the 10-day Village Building Convergence, everyone gathers at a central venue in the evening for wholesome food, presentations by leaders in the forefront of positive change, and exhilarating musical performances from local bands. In these ways, the central venue behaves like our central hearth, in which people get to experience the care and love that we strive to create in our local communities. Attendees are inspired by the evening programming, get to celebrate with each other through music and movement, and share stories from the various daytime placemaking activities they participated in. In this way, the central venue helps us experience modern village life and supports participation in the community projects happening all over the city.

Relationship Internship Role Description
We rely heavily on the generosity of our community in terms of time, in-kind donations and financial contributions. Local businesses donate paint, plants, food, and more! Local experts and volunteers donate hundreds of hours of time. Donors pool in monetary donations that keep our part-time staff employed to sustain year-round organizing and institutional memory. The Relationship Intern will work as a part of our Development team and focus on keeping the Nourishment team (food donations), Ecological Landscaping team (plant donations) and the Materials team (paint donations) working synergistically and are being recognized through our various channels of social media. Depending on your interest and our top priority needs, we would also work on grant funding.

Relationship Internship Tasks Description
The Relationship intern will support the team by helping in the following areas
★ Administrative tasks including organizing donor relationships based on categories and timelines
★ Ensuring thank you letters and updates with the annual program are circulated
★ Support with ensuring the sponsorship benefits are being met.
Skills employed/appreciated in this program include:

★ Familiarity with sponsor management
★ Familiarity and humility for Diversity, Equity and Inclusion facilitation and learning
★ Fundraising and grant writing
★ Social media management

Schedule & Timeline

The time commitment is 10-15 per week, starting anytime, and ending mid May. We highly recommend extending into summer 2019 as our largest annual program the Village Building Convergence 2019 (VBC 19) is from Fri, May 31 - Sun June 9, 2019. Tuesday evenings are consistent meetings, and the team may schedule additional times together as they see fit. In addition, there are occasional meetings on other days and weekend work-parties. A flexible schedule will be made per term to fit changing work, class and City Repair schedules.

Why you should apply

This is an amazing opportunity to hone real-life skills involving supporting the effective storytelling of work that strives to build community within and across diverse communities both human and non-human. As an educational non-profit we will match your interests and learning goals with our current needs and desires to cultivate a mutually beneficial journey with you. We are also deeply invested in building relationships of mutual benefit that foster the principles of Diversity, Equity, & Inclusion (DEI), shared power through collaborative leadership, and Deep Ecology. We encourage candidates from diverse backgrounds to apply, particularly those from historically underrepresented groups, whose professional and personal experiences will enrich our culture with a deeper engagement of what it means to be part of a community that strives for healing and justice.

How to apply

Applications for the Hearth Internship will be reviewed on a rolling basis with the position open until filled. If you are interested please email a cover letter, resume, and three references (preferably combined as a single document) to our Leadership Development Co-Directors Ridhi D’Cruz and Kirk Rea via volunteer@cityrepair.org. Once we receive your materials, we will schedule an in-person interview with you to get to know you more personally. We will then notify you via email or phone based on our assessment of whether you will be a good fit with us. Please feel free to reach out to us if you have any questions/concerns. Please anticipate up to two weeks response time during our high season.