**Logistics Internship**

**Job Description:** Fear 2 Freedom (F2F) is seeking a hard-working student who wants to gain experience in the nonprofit sector. The Logistics Intern works closely with the Chief Operating Officer and will help manage inventory, volunteers, and day to day operations in relation to logistics for Hour 2 Empower and community events. The Logistics Intern will report directly to the Partnerships & Logistics Manager. This position requires a commitment of at least 10-15 hours per week and comes with a $200 stipend. **SUMMER 2022 Semester May 16th thru July 29th, 2022**

**Responsibilities/Main Projects Include:**
- Support Logistics in preparing and packing for all F2F events. Once familiar you will be able to own part of these processes
- Onboard new volunteers, as well as tracking volunteer engagement/hours
- Perform regular physical inventory and accurate inventory count of Kit supplies
- Provide operational and office support to your supervisor as requested

**Applicable Skills and Knowledge:**
- Able to lift up to 50 pounds and stand for long periods of time without injury
- Detail oriented and highly organized
- Strong verbal and written communication skills
- Able to work independently with self-initiative and strong problem-solving skills
- Curiosity and flexibility
- High level of positivity and motivation

Please send a cover letter and resume to Chief Operating Officer January Serda at january@fear2freedom.org.

**About Fear 2 Freedom**
Our mission at F2F is to help restore hope and dignity to survivors of sexual assault while empowering students and communities to combat sexual violence.

**Fear 2 Freedom Location**
We are located at 12284 Warwick Blvd., Suite 2H, Newport News, VA 23606. Our office is in the Huffman & Huffman Building, directly across the street from CNU’s Ferguson Center for the Arts.