



# Intern with The Learning Tea

The Learning Tea accepts interns on a rolling basis for our program beginning each January, May, and August. Interns will join an intimate and creative team environment. The ideal candidates will have a passion for women's issues, education, possible international travel, and thinking outside the box. We are looking for dedicated, enthusiastic individuals to work with us as we expand our program through exciting upcoming opportunities. Applicants must be enrolled in an undergraduate or graduate program to be eligible for the internship. Available positions include:

## Social Media Marketing

Our Social Media Intern will be part of a creative team that uses Facebook, Twitter, Instagram, and other social avenues to get The Learning Tea mission out to the local and international community. The intern will be involved with our bi-monthly newsletters, content creation and daily posts for the organization's social media accounts, and online program promotions. Photography experience a plus. Interns will receive a letter of recommendation and valuable experience for their resume upon successful completion of the internship.

## Creative Writing

We are looking for an experienced writer to help our team with content creation for our blog, website, newsletters, local publications, social media, and more to promote our scholarship program. Please attach a writing sample if you are interested in this position. Interns will receive a letter of recommendation and published work to add to their portfolio upon successful completion of the internship.

### **Fundraising & Events**

**Our Event Planning Intern will learn the ins and outs of how we use events to raise funds for our scholars' life scholarships. The Intern will be involved in event preparation, promotion, and execution of our monthly fundraiser dinner, A Taste of India. Applicant should be highly personable with creative eye for detail. Photography experience is a plus. Interns will receive a letter of recommendation and a dynamic experience to add to their resume or portfolio upon successful completion of the internship.**

### **Graphic Design**

**We are looking for a Graphic Design/Creative Intern to create content for our website, newsletters, social media campaigns, and event promotions. They will work on all aspects of design, identity and branding and assist the team in producing highly creative, effective marketing materials across a variety of platforms. The Intern will need to have a creative eye and must have experience with Photoshop and Illustrator. Photography experience is a plus. Interns will receive a letter of recommendation and a collection of designs to add to their portfolio upon successful completion of the internship.**

### **Merchandising & Sales**

**As a growing social enterprise, we sell a variety of products in an effort to raise funds for our program, including tea, jewelry, and more. The Merchandising and Sales Intern will be in charge of product inventory and display, distributor and designer communications, and will search out new avenues of growth on a local level. They will gain valuable experience from the product development process. Applicants must be a highly personable and have a strong eye for detail. Interns will receive a letter of recommendation and gain valuable experience to add to their resume upon successful completion of the internship.**

### **Grant Writing**

**Interested in using your grant writing course work to help us grow and expand our program? We're looking for someone with applicable coursework or experience with grant writing to join our team. Interns will receive a letter of recommendation and gain valuable experience to add to their resume upon successful completion of the internship.**

**Time Requirements:**

Interns will meet every Monday from 9 -2 PM at Dr. Bombay's, but will be expected to work remotely throughout the week. Interns will also be required to attend our monthly fundraiser dinner, A Taste of India and other fundraising events The Learning Tea hosts. This internship is unpaid but will provide the participants with valuable experience for their resumes in an exciting environment with an expanding social project. Interns must be focused and responsible for their tasks when working both in the office and remotely. International travel may be an option upon successful completion of the internship.

**\*\*All interns must have a laptop that they can bring each day to work and a valid driver's license with reliable transportation.**

**To Apply:**

Send us an email at [Info@TheLearningTea.com](mailto:Info@TheLearningTea.com) telling us which position would be a good fit for you and what valuable skills you would bring to our team. Tell us why you have a passion for international women's empowerment. Please include a copy of your resume and make "I Want to Change the World" the title of the email with your current availability included.

**We look forward to hearing from you!**

**The Learning Tea team  
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