



Belle Isle Conservancy Communications Internship Description

Belle Isle Conservancy works in close partnership with the State of Michigan's Department of Natural Resources (MDNR), the City of Detroit, and island partners to bring additional resources to Belle Isle. The MDNR is the responsible agent for day-to-day operations maintaining infrastructure, removing debris, and making park improvements for all to enjoy. The Conservancy serves as an advocate for the park, brings volunteer resources to the park, operates the Belle Isle Aquarium, and actively raises funds for needed projects and improvements on the island.

The Communications Intern will support the planning, coordination, and execution of existing development events and communications programs as well as developing and implementing new projects, gaining an overall understanding of the way cultural institutions of our scale function. They must be available for some weekend and weeknight work throughout the summer. The Communications Intern will report to the Development and Communications team.

Title: Communications Intern

- Act as support photographer and videographer for event and program coverage
- Collaborate with other departments on both internal and external media projects
- Assist in the organization and structure of current and future projects
- Log and tag assets within media management platform
- Working toward a degree in communications, public relations, parks and recreation, public service or nonprofit management, or a related field is preferred
- Strong written and verbal communication skills
- Familiar with or willing to learn Adobe Creative Suite (Photoshop, Lightroom, Premiere Pro)
- Ability to accomplish projects independently and manage projects simultaneously
- Exceptional interpersonal communications skills (phone, email, face-to-face)

Expected Hours of Work: This position is expected to perform 20 hours of work per week for a minimum of six weeks and a maximum of three months. Nights and weekends for special events and meetings may be necessary. This is an unpaid position.

How to Apply: Send resume and cover letter to careers@belleisleconservancy.org with the subject line "Communications Intern."