



American Cancer Society Internship

Responsibilities:

Fundraising and Public Relations:

- Opportunity to work primarily with our Making Strides Against Breast Cancer event
- Assisting with planning and implementation of fundraising events
- Budget planning
- Managing the scheduling of Event volunteers via signup.com site and emailing communications
- Writing and creating- emails, newsletters, community presentations,
- Assisting with community outreach, including building relationships with professionals and volunteers, and representing ACS and Strides at Health Fairs as assigned.
- Social media marketing

Administrative:

- Monitoring and inputting fundraising dollars on the event website
- Update donor data base
- Additional office administrative tasks

Other:

- Opportunity to rotate through various departments depending on your internship needs; departments include: Mission and Program Implementation; Advocacy; Communications
- Learn about cancer education, prevention and early detection information.

Requirements:

- Minimum 12-15 hours per week, choice of summer or fall semester
- Ability to work independently
- Critical thinking skills
- Commitment to the mission of the organization and our core values
- Must have experience in Microsoft Office. Specifically: Word, Excel, and Publisher & PowerPoint.
- Experience with Google Drive and Canva is a plus

To Apply:

Please email resume and cover letter to Diane Petagna at diane.petagna@cancer.org



About the American Cancer Society

At the American Cancer Society, we're on a mission to free the world from cancer. Until we do, we'll be funding and conducting research, sharing expert information, supporting patients, and spreading the word about prevention. All so you can live longer — and better.

The American Cancer Society is a nationwide, community-based voluntary health organization dedicated to eliminating cancer as a major health problem. Our Global Headquarters is located in Atlanta, Georgia, and we have regional and local offices throughout the country to ensure we have a presence in every community.

While most people know us for our research, we do so much more. We attack cancer from every angle. We promote healthy lifestyles to help you prevent cancer. We research cancer and its causes to find more answers and better treatments. We fight for lifesaving policy changes. We provide everything from emotional support to the latest cancer information for those who have been touched by cancer. And we do it all 24 hours a day, 7 days a week. For More information visit www.cancer.org.

Mission Statement: The American Cancer Society's mission is to save lives, celebrate lives, and lead the fight for a world without cancer.

Our Core Values: Integrity, Compassion, Courage, Determination, and Diversity