

## **Pansy Ave. Pocket Park Internship**

### Description

**TERM:** Internship term is 6 months with option to extend

**COMPENSATION:** Unpaid.

**HOURLY COMMITMENT:** ~5 hours/week

**LOCATION:** Most work will take place in the Oak Park neighborhood of south Sacramento. Some work may be done remotely.

Alchemist CDC is a nonprofit organization. Our mission is to support Sacramento area residents in their efforts to create vibrant, equitable, healthy and diverse communities. In pursuit of that mission, we are seeking an intern to assist with the community engagement for, and creation of, a “pocket park” on Pansy Ave. in the Oak Park neighborhood of Sacramento. This project will convert a vacant lot into safe and vibrant community space.

#### **MAJOR TASKS:**

##### **Assist the Project Coordinator to:**

- Continue **outreach and engagement** process to ensure continued involvement from residents throughout the lengthy process of land transfer, preparation and implementation. [Develop and implement strategies. Very hands on and direct communications with residents. Identify and empower resident leaders from broader neighborhood. This will include development of outreach materials, creative thinking around how best to involve residents and manage expectations.] (Note that the first stages of outreach and design have already been completed.)
- Identify and recruit professional tradespeople and businesses willing to contribute pro-bono services and/or goods for build-out (general contractors, carpenters, hardscape specialists, irrigation specialists, hardware/home improvement stores, etc.)
- Identify potential funding sources for future programming and maintenance.
- Other tasks as needed appropriate to the yet-to-be-determined timelines for land transfer and build-out.

#### **SKILLS:**

- Must be courteous and outgoing, and enjoy meeting and talking with new people
- Self-motivated with good work habits. Able to stay on task without constant supervision.
- Demonstrate good communication skills and ability to collaborate with multiple partner organizations.
- Well organized
- Experience with MS Word, Publisher and PowerPoint a plus.
- Must be available at least one weekend day/month.
- Preference for graduate level student, but will consider motivated undergrad (or non-student/community member)

**To Apply,** applicants should send a resume to Davida Douglas, Executive Director, Alchemist Community Development Corporation at [davida@alchemistcdc.org](mailto:davida@alchemistcdc.org)