



Position Announcement Intern, Alliance Program – Action Camp Fundraising

[About Public Health Institute of Metropolitan Chicago](#)

The Public Health Institute of Metropolitan Chicago (PHIMC) is a pivotal organization dedicated to creating compassionate, affirming, and racially equitable systems to enhance health and well-being for everyone. PHIMC's mission is to align people, strategies, and resources to strengthen public health and advance health justice through innovative and collaborative methods.

To address critical health challenges, PHIMC collaborates extensively with various entities, including public health departments, government agencies, community-based organizations, advocacy groups, academic institutions, grant-making bodies, healthcare providers, and associations. This approach ensures a comprehensive and inclusive strategy for tackling health issues. Central to PHIMC's ethos is its commitment to equity, which permeates all aspects of its work.

Recognizing its workforce as its most valuable resource, PHIMC is committed to recruiting and developing a passionate, trustworthy, and knowledgeable team. The focus is on employee growth and success, as they are essential to achieving PHIMC's goal of improving health and racial equity in Illinois communities. Employees are encouraged to build authentic relationships based on empathy and inquiry, both within their teams and with external partners. This supportive and nurturing work environment is ideal for individuals passionate about making a positive impact on public health and advancing racial equity.

[About the Alliance](#)

The Alliance promotes safety, support, and healthy development of lesbian, gay, bisexual, transgender, queer, and questioning (LGBTQ+) youth in Illinois through advocacy, education, youth organizing, and professional development. The Alliance's youth leadership model is based on a nationally recognized model known as the "5 C's" – Confidence, Contribution, Connection, Character, and Competence. This model focuses on strengths young people bring to spaces they occupy rather than viewing them as problems to be fixed, and ensures all work is youth-led.

PHIMC is seeking an intern to support fundraising and community engagement efforts for Action Camp, our largest youth leadership convening. Action Camp is a 5-day sleepaway camp that brings together youth leaders from Gender and Sexualities Alliance (GSAs) and youth groups across the state to build leadership skills, connect with one another, and strengthen the safer schools movement. The intern will help expand support for Action Camp by engaging potential sponsors and donors, supporting fundraising and outreach efforts, and creating compelling content that highlights the camp's impact and the transformative experiences of participating youth.

This internship will be supervised by the Program Director – Alliance throughout the intern period. The internship is expected to be approximately 20-25 hours per week, to be determined by school requirements, if applicable. Ideally, the intern could support the Alliance program from November 2026

– June 2027. Candidate is not expected to participate in the 5-day sleepaway camp, however, if interested in attending candidate will apply for a counselor role. This role follows a hybrid model.

Responsibilities and Key Activities

The ideal candidate will be committed to equity, LGBTQ+ inclusivity, youth engagement, and community partnerships, with strong communication, organization, and relationship-building skills. The primary focus of this internship will be supporting Action Camp fundraising through sponsor and donor outreach, community engagement, fundraising events, and content creation that highlights the impact of Action Camp. The intern will also support youth leadership and program activities, gaining experience in fundraising, outreach, communications, and event planning.

Fundraising and Sponsorship

- Support Action Camp fundraising efforts by identifying, engaging, and building relationships with potential sponsors, donors, businesses, community organizations, and individual supporters.
- Conduct outreach to prospective sponsors and partners to share Action Camp's mission, sponsorship opportunities, and community impact.
- Maintain and update the Action Camp sponsorship tracking system, including contacts, outreach, follow-ups, commitments, and donations, and recommend improvements for Action Camp 2027.
- Assist with developing fundraising and sponsorship materials, including letters, emails, presentations, social media content, and other outreach materials.
- Support in-person fundraising activities and events, including the Off the Grid fundraiser during the Spring of 2027

Community Outreach & Engagement

- Develop and implement outreach strategies to increase awareness of Action Camp and connect with youth, families, schools, community organizations, businesses, and potential partners, particularly in rural and underserved communities.
- Build and maintain relationships with GSA sponsors, youth-serving organizations, community groups, businesses, and other Action Camp partners.
- Conduct email, phone, and social media outreach to promote Action Camp, fundraising opportunities, events, and community engagement initiatives.
- Maintain updated contact lists for student leaders, GSA sponsors, community organizations, businesses, donors, and potential partners.

Social Media & Content Creation

- Develop engaging social media content that highlights Action Camp's mission, programs, youth leaders, partners, sponsors, donors, and community impact.
- Create promotional and fundraising content, including graphics, captions, stories, and other digital materials that encourage community support and engagement.
- Develop storytelling content that showcases the experiences, voices, accomplishments, and impact of Action Camp youth participants.
- Assist with planning and maintaining a social media content calendar, including scheduling and publishing posts on Instagram and other relevant platforms.

- Monitor social media engagement and collect photos, quotes, testimonials, and stories to inform future content and strengthen fundraising, outreach, and communications.

Qualified applicants are considered for employment regardless of age, race, color, religion, gender, national origin, sexual orientation, disability, or veteran status. PHIMC encourages applications from women, people of color, individuals with disabilities, and lesbian, gay, bisexual, transgender, and gender non-conforming individuals. We are committed to building teams that reflect the diversity of our candidates and to building equitable and inclusive environments that fully leverage our employees' skills, potential, and unique perspectives.

Compensation: This is a voluntary, unpaid internship designed for individuals who are passionate about making a difference. While the position is not compensated financially, it offers the following opportunities:

- Hands-on, real-world experience in a professional work environment.
- Build valuable resume experience that helps distinguish you from other candidates.
- Strengthen your LinkedIn profile with relevant industry experience and accomplishments.
- Receive mentorship and coaching from experienced professionals.
- Build a professional network and establish meaningful industry connections.
- Explore career paths while gaining exposure to business operations and best practices.
- Enhance your competitiveness for future internships, full-time employment, and graduate school opportunities.

To apply, please submit a cover letter and resume. In your cover letter, please include how you learned about the position, what interests you in the role, what you have to offer, and how your skills and qualifications align. Address cover letters to the Hiring Committee and email them with a resume to jobs@phimc.org with "Intern – Alliance Action Camp" in the subject line. Applications will be accepted until the position is filled. No phone inquiries will be accepted.