



**JOB DESCRIPTION:** Trailblaze Challenge Intern

**Reports To:** Events Manager

**Mission:** *Together, we create life-changing wishes for children with critical illnesses.*

**Purpose of Internship:** The Trailblaze Challenge Intern is responsible for assisting the Events Manager in organizing the Trailblaze Challenge, an endurance hiking event that helps raise funds to grant wishes. You will gain experience in nonprofit best practices educating participants, motivating volunteers, and working with partners to execute 14 weeks of training and a successful weekend-long event.

**Duties & Responsibilities:**

Outdoor Education

- Conduct research on trail systems in Maine
- Compile materials to share training and fitness tips with participants weekly
- Organize webinar or in person demonstration on hiking equipment and form

Event Management

- Assist in coordination of training hikes, attending in person when possible
- Manage communications with hike lead volunteers
- Assist in planning and preparation of the Trailblaze Challenge event weekend

*Other projects and assignments given on an as-needed basis. Description is not all-inclusive.*

**Desired Qualifications:**

- Ability to professionally communicate, both orally and in writing
- Strong creative acumen and organization skills
- Passion for the outdoors, hiking and physical fitness
- Ability to handle constructive feedback and take creative direction
- Be able to balance projects in a deadline-driven environment
- Have a passion for helping others and belief in the mission of Make-A-Wish.

**Commitment:**

- A minimum of 10 and up to 20 hours per week
- Commitment of 3+ months, summer season
- This is an unpaid internship, but college credit may be offered
- The ideal candidate will be a junior/senior working toward an Associate's degree or higher
- Complete a 5-10-minute presentation at the end of internship recapping experience

**How to Apply:** Make-A-Wish Maine is committed to crafting a diverse environment and is proud to be an equal opportunity employer. You will receive consideration for internship without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, or veteran status. We strongly urge applications from those with these identities or who are members of other communities.

Interested applications should submit a resume and a short email (no more than 500 words) telling us why you would like to be the Trailblaze Challenge Intern to [acavallaro@maine.wish.org](mailto:acavallaro@maine.wish.org)