



Chicago Zoological Society
Inspiring Conservation Leadership

Title	Membership Intern
Learning Objectives	Assist Director of Membership and Share the Care and his staff who are responsible for extending the Society's mission to all of the communities it serves, with a special focus on Strategic Plan initiatives. Through various projects, the intern will learn how to build sustainable relationships with a diverse spectrum of audiences and stakeholders throughout the Chicagoland area.
Responsibilities	<ul style="list-style-type: none">• Review and provide input in regard to updating the communications for the season and to reflect animal updates. Participants will assess results from previous campaigns and contribute to conversations on possible adjustments to mailing schedule.• Coordinate volunteer projects interacting with the volunteers to ensuring that the exercise is completed properly and that the volunteers have a rewarding experience.• Projects and activities will vary seasonally. Spring projects focus on the annual membership acquisition campaign. Summer projects focus on various special events for various membership categories. Fall projects focus on the annual animal adoption catalog and its distribution.
Requirements	<ul style="list-style-type: none">• Minimum one year of college at an accredited institution; G.P.A. 2.5/4.0, majoring in ...or other relevant field.• Minimum 18 years of age.• Completion of a reflective journal or project required as part of internship.• Strong interpersonal communications and organizational skills.• Strong computer skills.• Must be able to commit to 12 weeks; approximately 40 hours/week.
Wage Rate	Unpaid

Brookfield, Illinois 60513-0719 708.688.8400 www.CZS.org

Brookfield Zoo is owned by the Forest Preserve District of Cook County and managed by the Chicago Zoological Society.
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