

Seward Neighborhood Group (SNG)
Longfellow Community Council (LCC)
Renter Outreach Internship Posting/Position Description

ABOUT SNG & LCC

SNG is recognized by the City of Minneapolis as the community engagement organization for the Seward neighborhood. SNG works to make the Seward neighborhood more vital, equitable, livable, and sustainable – by building relationships, by engaging all community members, by promoting equitable and accessible development of the built environment, and by acting as stewards of our natural environment. SNG organizes community events, projects, and programs; connects residents to important resources; and advocates for policies that improve the lives of Seward residents.

LCC is the resident participation group for the Cooper, Hiawatha, Howe, and Longfellow neighborhoods. LCC is a community-based organization that represents the interests of residents in the Greater Longfellow area. We develop, protect and enhance neighborhood assets through community engagement. The mission of the Longfellow Community Council is to improve the well-being of our diverse community through engagement, involvement and empowerment.

ABOUT THE VISTA POSITION

SNG & LCC are looking for a passionate, community-focused intern to assist both organizations in three key areas of our renter engagement work:

- Rental property identification
- Building Ambassador identification
- Renter communications networks identification

This position reports directly to the SNG Community Organizer and works with the full LCC and SNG staff, and any relevant committees. The internship will remain open until filled.

KEY RESPONSIBILITIES

1. Rental Property Identification

- Identify all of the rental properties in the two neighborhoods
- Identify a primary owner/manager contact for each property
- Create a spreadsheet/database for each neighborhood with this information

2. Building Ambassador Identification

- Identify at least one resident in every multifamily (4+ units) rental property who is willing to be a primary contact/building ambassador for SNG or LCC
- Connect primary contacts to LCC and SNG Community Organizers and Communications Manager

3. Renter Communication Network Identification

- Identify any formal or informal resident communications networks in 4+ unit multifamily

buildings (e.g. newsletters, Facebook group, community bulletin boards, etc.) that SNG and LCC can link to in order to promote activities and initiatives

- Connect these resident communications networks to LCC and SNG Community Organizers and Communications Manager

Door knocking and regular community outreach and engagement are major components of each three key responsibilities.

TIME, COMPENSATION & SUPPORT

- Position is 10-20 hours per week
- Compensation is up to \$1,000/month based on hours worked
- As the host organizations, SNG and LCC will also provide opportunities for training, mentoring, professional development, and connections to partner organizations.

QUALIFICATIONS

The ideal candidate for this internship position will have all or most of the following:

- Some previous community organizing experience
- Ability to build relationships with a wide range of individuals and organizations
- Excellent communication skills
- Experience working with diverse communities and a demonstrated commitment to equity and inclusion

We are looking for someone who is:

- Enthusiastic, outgoing, patient, and persistent
- A self-directed self-starter
- Team-oriented, with a good sense of humor, and a sense of camaraderie
- Adventurous and willing to jump into spaces they may not be familiar or comfortable with

HOW TO APPLY

To apply for this position, please send an email to: info@longfellow.org with "Application for Renter Outreach Internship" in the subject line. Please attach a current resume and a cover letter describing your interest in the position. Applications will be reviewed on a rolling basis and the position will remain open until filled.

Questions about the organizations, the position, and the status of the application process are welcome. Please email any question to: info@longfellow.org with "Question" in the subject line.