



IMPACT

INTERNSHIP JOB DESCRIPTION PROJECT MANAGER

Term: Summer/Spring 2020

Company Description: IMPACT provides human, intellectual, and financial resources to underserved entrepreneurs while building partnerships with participating students and the local community. Our organization works directly with entrepreneurs to help create business plans, implement sound business strategies, and provide support throughout the microfinancing program. This is a great opportunity to gain hands on experience working with a startup non-profit organization.

Job Description: The intern will work directly with a single entrepreneur to create a business plan, implement sound business strategies, and provide support throughout the microfinancing program. Interns will predominantly work from the University of Tampa campus, but may also be required to conduct meetings off campus or virtually.

Responsibilities:

- Reviewing applications to the microfinancing program
- Clarifying and refining the entrepreneur's business plan
- Conducting research on the product/service, industry, business costs, etc.
- Assist in the creation of a final business plan

Skills:

- Desire to help others and make a difference in the community
- Ability to think creatively in the face of a challenge
- Self-motivated and eager to grow personally and academically
- Professional and respectful
- Strong communication skills
- Continuous learner

Potential Majors:

- Entrepreneurship
- Finance
- Accounting
- Economics
- Management
- Communications
- Public Relations

Time Commitment:

- 5-20 hours a week

Compensation:

- Unpaid internship – potential academic credit