



Los Angeles County Bicycle Coalition
634 S. Spring St. Suite 821
Los Angeles, CA 90014
213.629.2142
www.la-bike.org

Job Title: Advancement Intern

Classification: Part-time internship

The Los Angeles County Bicycle Coalition is seeking an intern to join its Advancement team for up to 20 hours per week. The Intern will work closely with the communications and fundraising teams to help with social media, digital engagement, research, individual fundraising, and special projects.

As LACBC prepares to commemorate our 20th anniversary in 2018, we'll be taking stock of where we've been and what's in store for the years ahead. The advancement intern will work with the Advancement Team to conduct historical research and craft the narrative and graphic history of 20 years of working to make Los Angeles County a fun, healthy, and safe place to ride a bike. The intern will conduct interviews, complete primary and secondary document review, and work on video and photographic slideshows. The Intern will also assist with the managing content on LACBC's website, and help the team create and edit compelling featured content. The ideal intern will have excellent writing and communication skills, proficiency with social media networks like Facebook, Twitter, and Instagram, and a sense of adventure. Experience with video and photography a plus.

Background:

The Los Angeles County Bicycle Coalition (LACBC) is a nonprofit organization that promotes bicycling for transportation and recreation throughout L.A. County's 88 cities through advocacy, education and outreach. Founded in 1998, LACBC brings together the diverse bicycling community in a united mission to improve the bicycling environment and quality of life for the entire region. Our vision is to improve the built environment in Los Angeles County, so that all bicyclists—low-income, commuter, recreational, families, and women—can safely navigate our streets. For more info, visit our website at: www.la-bike.org.

How to Apply:

Qualified candidates, please email resume, cover letter, and references to erik@la-bike.org by Friday, September 22, 2017. Please include "Advancement Intern" in the subject line. No phone calls, please.

Los Angeles County Bicycle Coalition is an equal employment opportunity employer and strongly encourages diverse candidates to apply. People with multiple marginalized identities are strongly encouraged to apply, including queer, trans, people with disabilities and/or people of color. LACBC does not discriminate on the basis of race, color, religious creed, sex (including pregnancy), gender, national origin, ancestry, citizenship, age, medical condition including genetic characteristics, mental or physical disability, veteran status, marital status, sexual orientation, gender identity (including transgender status), weight, height, linguistic characteristics (such as accent and limited English proficiency, where not substantially job-related), citizenship status, or any other basis prohibited by law.