**The Center for Non Profit Management**

**Organization Name:**

The Center for Nonprofit Management (CNM)

**Organization Address:**

2902 Floyd Street, Dallas, TX 75204

**Name and E-Mail of Primary Contact:**

Mike Walker, mw\_home\_email@yahoo.com, 972-567-5373

**Organization Mission:**

To strengthen communities by connecting and engaging nonprofits and other stakeholders through thought leadership, management expertise and outcomes technology

**Internship Objectives:**

Work with CNM Marketing Manager to develop a content marketing strategy, produce educational content and execute critical and inspiring social media projects.

**Brief Description Of Project Intern Will Work On:**

* Develop a content marketing strategy working with CNM Marketing Manager, other CNM team members and BOD Development Chair. This includes a comprehensive plan to create and deliver marketing content that attracts and engages a targeted audience including nonprofits, donors and other key stakeholders in North Texas.
* Produce email content that promotes and informs Dallas Fort Worth Area nonprofits about CNM seminars and certificate programs. This is a critical activity as CNM seeks to help educate other nonprofits on best practices and how they can use their resources to more effectively serve their mission.
* Execute critical and inspiring social media projects to help spread the word about the great work that CNM does daily to strengthen our communities by providing leadership, management expertise and outcomes technology solutions for nonprofits.

**Name and Title of Individual Who Will Manage Intern:**

Christy Livingston, Marketing and Grants Manager, will provide day to day management. She is a key member of the CNM team and has 20 years of experience working in nonprofits including Big Brothers Big Sisters and Make a Wish Foundation. She has a BS in Social Work from TCU.

Mike Walker, CNM Board Member and Chair of the Development Committee, will also have direct involvement with the intern. He has 20 years of experience in Marketing, Product Management and Sales Management and is the current VP of Sales at Lennox International. He is a graduate of Harvard Business School’s General Management Comprehensive Leadership Program (GMP)

**Dallas Children’s Theatre**

**Dallas Children’s Theater:**

* A history of mounting important productions
* Strong Academy education and training programs
* A beautiful facility
* An excellent relationship with its community
* Legendary leadership
* Dedicated staff

**Organization Name:**

Dallas Children’s Theater

**Organization Address:**

5938 Skillman St., Dallas, TX 75231

**Name and E-Mail of Primary Contact:**

Gina Waits. [gina.waits@dct](mailto:gina.waits@dct).org

**Organization Mission:**

Dallas Children’s Theater (DCT) is one of the nation’s leading theaters for youth, now celebrating 35 years of service and serving 250,000 people a year. The mission of DCT is to inspire young people to creative and productive lives through the art of theater. To give rise to theater that is inspiring, DCT:

* Creates and produces innovative professional theater for a multi-generational audience through original works, world premier’s, literary classics, folk and fairy tales and contemporary drama;
* Employs and collaborates with acclaimed professional artists;
* Develops dynamic programs that integrate arts into curricula, enriching language skills, learning processes, and promoting an early appreciation for the arts by bringing literature to life;
* Builds bridges of understanding between generations and cultures through the timeless and universal voice and language of theater’s multisensory approach;
* Offers performing arts classes and experiences on a year round basis.

**Internship Objectives:**

The DCT Academy offers year round drama classes taught by theater professionals. The Education intern will work with the DCT Education team to assist with theater classes for children ages 3-18. The position requires energy, enthusiasm, and experience working with children. This is an opportunity to work alongside some of the best theater instructors in Dallas. Students interested in the arts and in education will benefit significantly from the experience.

**Brief Description Of Project Intern Will Work On:**

* Assist with the paperwork, supplies and logistics of Academy classes
* Implement strategies for building confidence, social skills, and imagination through theater activities
* Assist with DCT Academy drama classes and camps

**Name and Title of Individual Who Will Manage Intern:**

Nancy Schaeffer, Associate Artistic Director/Education Director

**Dallas Services**

**Organization Name:** Dallas Services

**Organization Address:** 5442 La Sierra Dallas, Texas 75231

**Name and E-Mail of Primary Contact:** Dr. Tom Turnage, Executive Director, [tturnage@dallasservices.org](mailto:tturnage@dallasservices.org)

**Organization Mission:** Dallas Services believes that people of all abilities have a right to learn, grow and play, without barriers, in our community. We are committed to providing affordable, inclusive and unique preschool learning opportunities and low vision services to all individuals in our culturally and economically diverse community. Dallas Services is made up of two programs: The Low Vision Clinic and the Dallas Day School.

The Vision Clinic is the only nonprofit vision clinic in Texas not affiliated with a university or medical school and clients come from anywhere in Texas, with most of our clients coming from the Dallas area. The clinic serves three populations: individuals of any age with low vision challenges, adults and children with physical, cognitive and mental health challenges, and routine vision needs for adults and children with limited or no access to vision care.  
  
The Dallas Day School is an inclusive, early education program for infants through Pre-K that provides an opportunity for children with and without special needs to develop, learn and grow together.

**Internship Objectives:** The intern will conduct a community needs assessment of vision care services offered to low-income and indigent populations in the Dallas-Fort Worth Metroplex. This study will assist Dallas Services in the direction of our program expansion to better serve our patients and guide the organization in creating a Center for Vision Health.

**Brief Description Of Project Intern Will Work On:** A community needs assessment is a systematic process to identify and analyze community health needs and assets in order to prioritize these needs, and to plan and act upon unmet community health needs. Our focus for this study will be the vision care sector, both nonprofit and for profit, providing a variety of vision services to low-income and indigent populations. The intern will compile a database of vision care service providers, their programs and target patient populations, and survey current and past Dallas Services clinic patients, community partners, staff and board. This information will assist Dallas Services in moving forward with its program expansion and in focusing the direction of our proposed Center for Vision Health to better meet the needs of our community.

**Name and Title of Individual Who Will Manage Intern:** Dr. Tom Turnage

**Nexus Recovery Center**

**Organization Name:**

Nexus Recovery Center, Inc.

**Organization Address:**

8733 La Prada Drive

Dallas, TX 75228

**Name and E-Mail of Primary Contact:**

Alicia Peoples

[apeoples@nexusrecovery.org](mailto:apeoples@nexusrecovery.org)

**Organization Mission:**

The mission of Nexus Recovery Center is to serve as a link to sobriety, independence, and dignity for low-income women and their families affected by addiction. We inspire hope, offer respect, and honor the unique differences of female addicts.

**Internship Objectives:**

Objectives include:

* Hands-on experience in program development and non-profit management
* Learn drug and alcohol treatment approaches with teen girls
* Learn how substance abuse impacts educational outcomes in teen girls
* Learn how trauma impacts teen girls

**Brief Description Of Project Intern Will Work On:**

The Nexus Adolescent Residential Program provides high-quality and affordable drug and alcohol treatment to low-income teen girls and is the only facility in North Texas where late-term pregnant and newly parenting teens can receive drug and alcohol treatment. Because 98% of Nexus girls are considered low-to-no income, they turn to Nexus to be able to access quality drug treatment while receiving prenatal services and an on-site DISD-accredited education. Many of our teen girls are victims of physical and sexual abuse and struggle with psychological issues and self-harming. Nexus provides high-quality, evidence-based treatment services to uncover these issues and put teen girls on the path to sobriety, independence, and dignity.

The intern will assist in our Adolescent Summer Enrichment Program, which engages and motivates Nexus teen girls during the summer months through classroom activities, field trips, and daily fitness. The intern will support the program in the following areas: assist the summer teacher with classroom activities; provide tutoring; seek out and participate in free or low cost field trips; and plan and schedule one hour of daily activity such as a board game, volleyball match, or fitness video. The intern will be an important resource for the implementation of the Adolescent Summer Enrichment Program by assuring that Nexus teen girls are provided with a well-rounded, engaging curriculum during the summer when there are no regular school hours.

**Name and Title of Individual Who Will Manage Intern:**

Stacey Burns, Clinical Director

**VolunteerNow**

**Organization Name:**

**VolunteerNow, formerly the Volunteer Center of North Texas**

**Organization Address:**

**2800 Live Oak Street**

**Dallas, Texas 75204**

**Name and E-Mail of Primary Contact for Application:**

**Tammy Richards, CEO**

**trichards@volnow.org**

**Organization Mission:**

**Transforming Lives through Volunteers**

VolunteerNow has been the hub of volunteerism in North Texas for 47 years. Other organizations in North Texas engage volunteers, but no one does it at the scale that VolunteerNow does. We support all nonprofit organizations, big and small, that seek to do good in our community, and we support cause areas from the arts to education to homelessness to animal welfare, among so many others. In 1972, this work was done with three-ring binders and telephones; now we do it with a sophisticated, but easy-to-use technology platform, VOLY.org.

In 2012, Lyda Hunt Hill committed to a multi-year grant totaling $5 million to develop VOLY.org and support its launch into the community. VolunteerNow has used this generous investment to write hundreds of thousands of lines of software code to develop VOLY.org and to train our nonprofit community to use VOLY.org to increase the number of volunteers able to serve their clients. VolunteerNow has now transformed into a technology nonprofit.

In addition, VolunteerNow is an organization with tremendous leverage. VolunteerNow mobilized 135,000 volunteers last year who donated 1.5 million hours valued at $37 million to 3,000 local nonprofits, school districts, and municipalities. For each $1 of support that VolunteerNow receives, we provide over $9 of volunteer labor in our community.

And our reach is even greater than the 135,000 volunteers we touch. As an example, Dallas ISD had 8,000 volunteers before licensing our VOLY.org software. After one year with VOLY.org, Dallas ISD had 40,000 volunteers who donated almost 400,000 hours in our local schools. Those 40,000 volunteers serve 150,000 Dallas ISD students, and the vast majority of those students are economically disadvantaged.

VolunteerNow’s VOLY.org technology platform is now used by 12 schools districts that serve over 400,000 students. **Our goal is to serve 100 schools districts with three million students and engage one million volunteers over the next five years.**

**Internship Objectives:**

The objective of this internship is to accelerate the expansion of VOLY.org to more school districts across the United States to serve more deserving students. In our two largest school districts in North Texas, more than 80% of the students are on free or reduced lunch. In Texas overall, 60% of the students are on free or reduced lunch. Our students have significant needs in and out of the classroom that volunteers can fill. It is imperative that we mobilize the entire community to help.

**Brief Description Of Project Intern Will Work On:**

1. Development of a national market expansion plan for VOLY.org, targeting the largest public and charter schools.
2. Development of a corporate sponsorship/adopt-a-school plan to pair corporations and school districts, including a targeted list of state and national corporations that emphasize education as part of their corporate social responsibility plan.
3. Development of a partnership strategy with complementary products, such as background checking services, for joint marketing.
4. Assistance with software testing of a VOLY.org mobile app to launch in June 2019.

**Name and Title of Individual Who Will Manage Intern:**

Tammy Richards

Chief Executive Officer

Harvard Business School, Class of 1986

Former Marketing Executive and Vice President at Texas Instruments

**Young Women’s Preparatory Network**

**Organization Name:**

Young Women’s Preparatory Network (YWPN)

**Organization Address:**

1722 Routh Street

Suite 720

Dallas, TX 75201

**Name and E-Mail of Primary Contact for Application:**

Katie Albritton, Director of Partnerships

[kalbritton@ywprep.org](mailto:kalbritton@ywprep.org)

**Organization Mission:** Our mission is to support single-gender, college-preparatory, public education in Texas and beyond, giving young women the academic and leadership skills to achieve success in college and in life.

Young Women’s Preparatory Network is a non-profit organization based in Dallas that establishes and supports all girls-public preparatory schools throughout Texas. Through partnerships with public school districts across Texas, YWPN helps to create all-girls schools with a focus on leadership, college readiness, STEM, and health and wellness. Young Women’s Preparatory Network works within the public schools systems to amplify the impact of the public dollar by funding enhancements to the public school curriculum. The schools within our Network have a 100% high school graduation rate and 100% acceptance into four-year colleges and universities. The six-year college graduation rate of students from our Network is five times the national average for students from similar economic backgrounds.

**Internship Objectives:**

The objective of the internship will be to immerse the intern in the work that we do by having he/she rotate through various departments within our organization and be empowered with projects and responsibilities to meaningfully contribute to our mission. By the end of the internship, the intern will be able to clearly illustrate the contributions and achievements resulting from their work with YWPN through a detailed presentation.

**Brief Description Of Project Intern Will Work On:**

The intern will work primarily with three different departments within our organization: Programs, Alumnae Services and the newly established YWPN Institute.

As part of the enhancement curriculum provided to each of the Network schools, YWPN provides various summer learning opportunities to students within the Network. The intern will help the Programs team in collecting and analyzing data collected from pre and post program surveys. Through data collection and analysis, the intern will play a key-role in interpreting the data to develop programming in the future. The intern will also be tasked with creating a proposal for future programming based on their findings.

The work of the Network does not stop after a student’s high school graduation. Our alumnae are proof that all girls, regardless of their economic background or socio-economic status, can excel academically, if given the right opportunity. Keeping track of YWPN alumnae, and providing them with support beyond high school, is integral in growing the success of our Network. While working in the alumnae department, the intern will be trained in Salesforce. Through this software, the intern will be able to track alumnae achievement, update contact files and pull and analyze data to report to the department director. The intern will also be tasked with working with Class Ambassadors.

The YWPN Institute (Institute) was created to encompass all professional and student development opportunities across YWPN. This summer the Institute will be hosting the first annual Symposium. The intern will assist the Executive Director of the Institute in preparing and executing this inaugural event. Through this internship, the intern will learn the essential duties and responsibilities associated with hosting a conference and evaluating outcomes.

**Name and Title of Individual Who Will Manage Intern:**

Katie Albritton, Director of Partnerships

**Zan Holmes Community Outreach Center**

**Organization Name: Zan Wesley, Holmes, Jr. Community Outreach Center (ZWHJCOC)**

**Organization Address: 4600 Spring Avenue Dallas Texas 75210**

**Name and E-Mail of Primary Contact for Application:**

**Frances Smith-Dean, Executive Director**

**Frances.smith@zwhjcoc.org**

**Organization Mission:**

**Creating Self-sustaining pathways out of poverty for young people and families in Dallas, Texas through education and job placement.**

**Name and Title of Individual Who Will Manage Intern:**

**Frances Smith-Dean, Executive Director**

**NOTE: Last summer’s Urschel *Fellow* was Phong Nguyen, ‘19, who worked with ZWHJCOC at Frazier House. Phong would be delighted to speak to anyone who is interested in hearing about his experience. For more information, please contact him at:**

**Phongnguyen@college.harvard.edu**

**The Zan Wesley, Holmes, Jr. Community Outreach Center** is a non-profit organization located in Dallas, Texas. Its mission is to create self-sustaining pathways out of poverty for young people and families living in South Dallas through education and job placement. The Zan Wesley Holmes, Jr. Community Outreach Center manages a social service model called “Frazier House” in partnership with the Dallas Independent School District.

**Economic Development Strategy – The Zan Wesley Holmes, Jr. Community Outreach Center** host three economic development sessions gear toward strengthening faith-based, community and small businesses that operate in the South Dallas area.

* **Juneteenth Economic Forum** for faith-based and community leaders provides an opportunity for leaders to discuss policies and best practices for young people and families living in South Dallas.
* **Issachar Project** is a technical assistance training for faith-based and community leaders that focuses on strategic planning, non-profit management, and financing.
* **Lunch & Learn Series** provides for-profit and non-profit businesses with a tool to expand and grow their businesses. Topics include social media, creating sustainable models, tax strategies, and real estate.

The Zan Wesley Holmes, Jr. Community Outreach Center is seeking an economic development intern who is motivated, responsible and detail-oriented with strong written and verbal communications skills.

**Duties Include:**

Researching best practices and policies that work for urban communities similar to South Dallas. Other duties will include coordinating meetings, logistics and creating a policy white paper on best practices economically for South Dallas with a focus on gentrification. Work with the Executive Director and staff members on programming ideas for the Juneteenth Economic Forum, Issachar Project and Lunch and Learn Series along with presenting best practices models needed for South Dallas residents.

The intern will work under the guidance of the Social Enterprise Director.

**Meeting and Planning**

* Assist with planning each of the economic related events – Juneteenth Economic Forum, Issachar Project and Lunch & Learn Series

**Research, Drafting, and Editing**

* Provide the staff with best practices research on topics requested
* Draft correspondence, meeting materials, and other written materials
* Assist with formatting printing and copying and other duties related to the project
* Provide social media and technical assistance when needed