

Internship Description

As an Intern at Alyte Impact Advisors, LLC, you will support our mission of helping common sense conservatives become public leaders through strategic consulting services. In this role, you'll have the opportunity to broaden your professional network, gain experience in the political industry, and provide critical support to candidates, officials, and practitioners, along with other industry partners, to achieve their strategic goals. You will collaborate with team members across various sectors, contributing to the development of programming and revenue generation strategies that promote impact. This position requires strong analytical skills, the ability to communicate effectively, and a keen interest in supporting a pipeline of center-right public leaders.

About

Alyte Impact Advisors, LLC supports leaders across the public, nonprofit, and private sectors in achieving impact in their communities. Services include nonprofit management; nonprofit board consultation; PAC fundraising and endorsement processes; candidate coaching; operative training; leadership skills training; and strategic advising.

Role Description

We are looking for dedicated individuals who are passionate about the mission of Alyte and its clients. This is a part-time, virtual intern role. We view interns as part of our team, so they assist in various day-to-day tasks such as research, data analysis, project support, social media management, and communication with internal and external stakeholders. An Alyte internship provides an opportunity to engage with leaders across the country and unique insights into the nonprofit, political, association, and corporate industries.

Required Skills

- Critical Thinking
 - Using logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions or approaches to problems.
- Communication
 - Ability to clearly convey information and ideas through a variety of media to individuals or groups in a manner that engages the audience and helps them understand and retain the message.
- Team Collaboration
 - Working effectively and cooperatively with others; establishing and maintaining good working relationships.
- Problem Sensitivity

- The ability to tell when something is wrong or is likely to go wrong. It does not involve solving the problem, only recognizing there is a problem.
- Deductive Reasoning
 - The ability to apply general rules to specific problems to produce answers that make sense.
- Professional Presence
 - The ability to act and communicate in a professional and respectful manner with a wide range of backgrounds and individuals. High ethical standards, integrity and humility.
- Commitment to Keeper's Vision
 - Must be like-minded and be committed to helping Keeper and its clients reach their goals.

Responsibilities

- Communications
 - Cultivate media relations, execute a strategic communications plan for multiple clients, develop media toolkits, create content for website /digital use, and help manage client social media accounts.
- Fundraising
 - Conduct donor research, create digital fundraising campaigns, develop pitch materials, and work with our development team to execute finance strategies.
- Programs/Projects
 - Help to manage a variety of projects from donor circles to endorsement processes to the development of program materials.
- Administration/Operations
 - Support scheduling operations, reporting needs, and other administrative tasks.

Additional Information

Average of 10- 20 hours per week commitment at an hourly rate between \$15- \$20 (based on experience).

Mainly virtual with some in-person opportunities depending on need.

To apply, please submit your cover letter and resume to Larissa Martinez at lmartinez@alyteimpact.com.