Organization Name: Wylde Center

Address: 435 Oakview Rd. Decatur, GA 30030

Phone: 404-371-1920 (work office)

Web site: Wyldecenter.org

Internship Supervisor: 
Public Programs Manager Andrea Zoppo

Supervisor’s contact information: 
e-mail.Andrea@wyldecenter.org Work Cell: 404-889-2925

Organization’s Mission Statement:
To cultivate vibrant greenspaces and inspire communities of environmental stewards.

Summary of organization’s primary programs and services:
The Wylde Center oversees four distinctive greenspaces including the Oakhurst Garden, a year-round educational program for all ages, social events and the Decatur City Schools’ Farm to School Program. Staff and volunteers engage children, families and individuals in activities designed to develop creative skills in sustainable urban living, organic gardening, health and nutrition. The non-profit has grown from a Decatur-based organization to one that is providing environmental educational services for metro Atlanta.

Intern’s title:
Marketing and Event Coordinator

Number of interns
1
**Internship project/job description:**

The Marketing and Event Coordinator will assist the Public Programs Manager with all aspects of promoting and tracking events, classes, and volunteer opportunities. With guidance from the Public Programs Manager and help from partner agencies, the intern will help coordinate our 2nd Annual Seed Saving and Tomato Tasting event. Additional public event planning projects may arise as we complete extensive construction projects at our garden sites.

**Qualifications:**

Interest in public programming, event planning, marketing and non-profits
Knowledge of social media (Twitter) and the internet
Excellent communication and organizational skills
Self Motivated!
Basic Knowledge of Microsoft Office.
Experience serving the community
Knowledge of Adobe products, specifically Indesign, a PLUS!

**If there are other requirements for this position (security check, drug screen, immunizations, etc.) please note them here:**

None

**Will the internship require that the student have a car?**

No

**Is placement site accessible by public transit or other transportation options?**

Yes