



Keep Brazos Beautiful Progressive Internship

The Keep Brazos Beautiful (KBB) Progressive Internship exposes interns to both the managerial and innovative dimensions of the activities that fulfill KBB's mission. As interns progress through each of the three levels, they take on increasing responsibility. Each level requires a semester-long commitment to the organization, and interns are not required to complete each of the three levels the internship provides. Progression through the program is performance dependent.

Level 1 Interns will work as a team with other Level 1 interns and will be given an opportunity to lead a team as they work to implement and manage some of KBB's existing events. All the events in the spring will be completed virtually so that there will be no disruptions because of COVID related shutdowns.

Event Management:

As part of a small team, interns will implement and manage existing events by following KBB's event-specific Standard Operating Procedures (SOP). As a team member, interns may be asked to do any of the following: meet with local governments to coordinate activities, implement the steps needed for the event, report any issue or difficulty in a timely manner, design and order new t-shirts for volunteers, help recruit volunteers for the events, aid in the review of the KBB's existing SOP's by reporting issues and discrepancies, participate in the events by managing the events onsite. Interns will regularly meet with Level 2 interns and the Executive Director, ensuring the key benchmarks are obtained. All benchmarks are found in the event-specific SOP.

Required Spring Events:

- i. Spring Park Cleanups: 2/20/2021
- ii. Don't Mess with Texas Trash Off: 4/3/2021
- iii. Earth Day: 4/22/2021

Intern Orientation:

This year, orientation will be held via zoom on January 22, 2021 at 10:00 am. During orientation, we will go over in detail all the required activities for the semester.