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Summer 2026 Impact Interns Position Description

Organization Information

Organization Name: High Voltage

Address: Sojourner Truth Neighborhood Center and Faubourg Lafitte Senior Center, New Orleans Louisiana

Organization Website: highvoltagenola.org

Organization Description: High Voltage provides educational and recreational programs for youth, families and senior citizens. Programs include care coordination for seniors, arts and crafts, recreation, community service projects, special holiday events, community resource distributions and summer reading for youth. We also offer community service hours for high school and college students.

Position Logistics

Start and End Date: June 15-August 15

Hours per Week: 10-20 hours (at least 200 hours)

Number of Weeks: 8 weeks

Location: Remotely

Position Information

Core Technical Skill Set:

- Marketing - includes physical material development, brand strategizing, website editing, and search engine optimization
- Event Planning - Involves creative planning, coordinating event details, and managing day of logistics
- Other: Data Analysis – Analyzes social media posts and email newsletters performance

General Duties and Responsibilities:

- Assist with writing for social media marketing posts
- Assist with writing copy for monthly email marketing newsletter
- Assist with redesigning of marketing brochure
- Assist with events such as Auctions in August, Back to School Giveaways Kendra Scott Givesback
- Assist with collecting and analyzing digital marketing performance metrics (e.g., email open rates, social media engagement, website traffic)
- Support in developing basic dashboards or summary reports to track campaign effectiveness
- Conduct simple A/B testing analysis for marketing campaigns (e.g.,

email subject lines or social media content performance)

Specific Deliverable(s):

Main deliverables will be redesign of our brochure and writing copy for the newsletter that goes out to partners and beneficiaries. Other materials building social media campaigns and preparing promotional materials and presentations for potential partners

Qualifications:

- Proficient using Microsoft Office, MailChimp and Canva
- Significant attention to detail, organizational and writing skills
- Excellent interpersonal skills

Preferences:

- Proficient attention to detail
- Self-starter who can efficiently meet deadlines
- Excellent interpersonal skills

Physical Demands of Position: N/A