

# **The Leadership Academy**

## **Position**

Alumni Engagement Intern

## **Description**

The Leadership Academy's mission is to recruit, retain and empower diverse leaders to move Memphis forward and take personal responsibility for addressing our city's greatest challenges. We provide executive leadership training, training for emerging leaders, a luncheon series celebrating what gives our city life, city immersion for interns, one-to-one leadership training, and opportunities for program graduates to share their fervor for Memphis in the media.

Academy Alumni's work to move Memphis forward is only just beginning when they graduate from our programs. Keeping them involved with board placements, job and volunteer opportunities, and in our own events and forums ensures that their leadership has lasting impact.

## **Potential Projects**

- Research online and through conversation current community involvement of Academy Alumni
- Assist with setup and logistics of alumni events, including reunions
- Carry out database entry

## **Time Commitment**

10-12 hours/week

## **Skills Needed**

- Basic knowledge of Microsoft Excel

## **Contact**

**Elizabeth Lemmonds, Dir. Marketing and Communication**

**[elemmonds@leadershipacademy.org](mailto:elemmonds@leadershipacademy.org)**

**(901)527-4625 ext 18**

**(901)491-3821**