



West Bank Business Association

1501 S 4th St.

Minneapolis MN 55454

612.326.9652

thewestbank.org - members: wbba.thewestbank.org

Position Title: Small Businesses and Climate Change Internship

Applications Due: Open until filled

Who you are:

Do you find yourself straightening crooked picture frames and picking up random trash and bottles until you find a bin for them? Are you the type of person that helps organize your local neighborhood cleanups? Do you love Minneapolis and our small business community, especially the West Bank? Are you passionate about mitigating the effects of climate change? If so, read on!

Who we are:

The West Bank Business Association serves the 200+ small businesses in the West Bank / Cedar-Riverside area. We help support the district from marketing to clean-ups.

Our mission is to engage the business community in the responsible economic development of the West Bank district while preserving the unique character and heritage of the Cedar-Riverside area.

The West Bank area is also part of the Southside Green Zone and a Cultural Corridor, with great density of businesses throughout our district - most of them small and locally-owned / operated. Our organization works to help our businesses with everything from marketing to facade improvements, energy efficiency to technical assistance.

Your Preferred Qualities:

- A passion for working with small businesses in an active business district
- Great awareness and sense of urgency about climate change
- Demonstrated ability to work with people and businesses of diverse backgrounds
- Experience in project management, events, and/or volunteer recruitment
- Good problem solving skills
- Comfortable working in a messy and dynamic environment
- Ability to work both autonomously and with groups
- Comfort in working with online project management tool like Asana or Monday
- Bilingual candidates preferred

What you'll be working towards:

We want to make sure our corridor is greener, cleaner, more warm and welcoming. Small businesses are also the most likely to be displaced as a result of changing policies, and we want to make they are take advantage of environmental rebates and initiatives for recycling, composting, and improving energy efficiency. You'll help with:

Recycling and Composting

You'll have one-on-one meetings and conversations, helping businesses apply for free trash and recycling adoption programs and sign up for composting. As applicable, you'll work with businesses on grant opportunities to get them started.

District Livability

You'll work with other WBBA staff to organize regular clean-ups, assist the city in trash and ash receptacle adoption, and work with parking lots to manage waste receptacles. You'll also help work with local property owners to make privately owned spaces are being tended to the way they should be.

You will help maintain a list of problem areas or "hot spots," and connect with owners to assist with cleanup, graffiti removal or find funding for trouble spots (for example, the matching facade/fix-up grants we have through the City.)

Energy Efficiency

We believe helping businesses with energy efficiency is an important strategy for the long term stability of our West Bank Businesses - and it helps make a greener, more energy efficient cultural corridor. You will help be a touchpoint for businesses with energy rebates and serve as a consultant on energy efficiency.

Transportation

You will work alongside our marketing team as they continue light-rail promotions to increase rolling and pedestrian customer traffic to the area. As applicable during your outreach, you'll help inform businesses of incentives to participate in light rail vouchers and other opportunities .

Streetscape and West Bank Environment Improvements

You'll help monitor possible West Bank improvements - including banners to fix, trash cans to add, graffiti to remove. You will work with a small committee to support our (currently monthly) cleanup and graffiti prevention campaign, and identify new opportunities to improve the West Bank landscape. You will work with businesses to notify them of graffiti, dropping off free supplies as needed.

How we work:

We prioritize in person outreach. (Our organizational goal is every business, every quarter.) Much of your time will be working directly with the businesses in our community. Staff meets monthly as a group.

Hours and Compensation:

Flexible hours, mixed availability with some weekday availability a plus
6 month contracted internship
5-15 hours weekly
\$15 hour

To Apply:

Please send a cover letter and either a resume or link to your LinkedIn profile or online resume to Jamie Schumacher. jamie@thewestbank.org. Position will be open until filled.