



MARKETING & DEVELOPMENT INTERN

Spring 2027 | University Honors Program

Overview

In partnership with the University Honors Program at the University of Kansas, SparkWheel seeks a student intern for the Spring 2027 term. SparkWheel is an education-focused nonprofit organization working in schools and communities to remove barriers that can prevent students from learning, engaging, and reaching their goals.

SparkWheel offers an exciting opportunity for undergraduate students in the KU University Honors Program to gain hands-on experience in nonprofit marketing, communications, fundraising, donor engagement, and community relations. The intern will work under the supervision of Ali Curbow, Vice President of Development and Communications.

Internship Duties, Tasks & Responsibilities

The Marketing & Development Intern will gain exposure to both sides of a nonprofit development and communications function and will contribute to projects that directly support SparkWheel's fundraising, visibility, and community engagement goals. Responsibilities may include:

- Support the creation and scheduling of social media content, including researching content ideas, drafting copy, and preparing basic graphics or other digital assets.

- Assist with email communications and digital campaigns, including drafting, proofreading, audience research, list preparation, and tracking engagement.

- Assist with donor and supporter communications, including thank-you messages, stewardship materials, impact updates, and other donor-facing content.

- Research prospective funders, corporate partners, community organizations, and other potential supporters and help maintain accurate prospect information.

- Assist with communications and marketing projects related to SparkWheel's brand, including presentations, flyers, fact sheets, newsletters, and other public-facing materials.

- Participate in team meetings and gain exposure to nonprofit strategy, fundraising planning, communications strategy, donor stewardship, and community engagement.



Time Commitment Requirements and Award

Students will receive an \$1,800 award to cover their involvement at a rate of 8–10 hours per week for the spring term.

Scheduling & Location

This is a hybrid internship with a combination of in-person and remote work. In-person hours may take place at SparkWheel's Lawrence office, at one of SparkWheel's school sites, or at local community events and activities. Remote work may also be available depending on the assignment. Scheduling will be coordinated around the student's class schedule, with a consistent weekly schedule established at the beginning of the semester. The intern should expect regular opportunities for in-person collaboration with the Development and Communications team and exposure to SparkWheel's work in school and community settings.

Minimum Qualifications

Undergraduate student in the University Honors Program majoring in communications, marketing, journalism, public relations, business, nonprofit leadership, or a related field.

Students must meet the qualifications for good academic standing and progression for the University Honors Program.

Excellent communication, organizational, and time management skills.

Ability to work independently and manage multiple projects and deadlines effectively.

Dependable, positive attitude and a sense of humor.

Strong writing, proofreading, and attention-to-detail skills.

Interest in nonprofit organizations, education, community engagement, fundraising, marketing, or communications.

Deadline & Selection Process

Applications are due by Thursday, October 22. Interviews of selected applicants will take place prior to the end of the fall semester. SparkWheel will conduct the interviews, without oversight from the University Honors Program, to ensure equity and fairness in the onboarding process.

How to Apply

Please submit your resume and a cover letter through the University Honors Program Internships portal located on the University Honors Program website.

About SparkWheel

SparkWheel is an education-focused nonprofit organization dedicated to removing barriers and providing students and families with the tools and resources they need to thrive, now and into the future. SparkWheel's vision is a world where barriers do not stand in the way of possibilities.



For more than 30 years, SparkWheel has worked alongside schools, students, families, and community partners. Today, SparkWheel supports more than 30,000 students across more than 60 schools in Kansas and Missouri, serving students from early childhood through postsecondary education. Through its Integrated Student Supports model, SparkWheel places Student Support Coordinators directly in schools to help students and families address barriers such as food insecurity, attendance challenges, academic needs, family instability, and other circumstances that can affect a student's ability to succeed.

SparkWheel became an independent nonprofit organization in July 2023 after more than two decades as part of the Communities In Schools network. The organization is proud of the relationships it has built with schools and communities and the measurable progress students experience through its work. During the 2024–2025 school year, SparkWheel supported 2,773 students receiving intensive, individualized services, with 96% of seniors graduating, 96% of students improving academically, 86% improving in behavior, and 78% improving in attendance.

SparkWheel's work is grounded in the belief that students are better positioned to learn and thrive when their basic, social, emotional, and practical needs are addressed alongside their academic needs. The Development and Communications team plays an important role in making that work visible, building community support, and securing the resources needed to sustain and expand services for students and families.

Questions about the internship may be directed to Ali Curbow, Vice President of Development and Communications, at ali.curbow@sparkwheel.org.