Fall 2024 Internships - Part-time, Remote, Volunteer

Save Ancient Studies Alliance (SASA) is seeking to fill 20-30 unpaid, remote internship positions during the Fall 2024 semester.

The goal of our Internship Program is for SASA Internships to be mutually beneficial, such that interns gain experience in multiple areas, learn skills, gain knowledge, and build connections with numerous people in Ancient Studies and the nonprofit world, by helping to work on various SASA projects. Since work for SASA is all done remotely, we take a proactive approach to supporting our interns. Interns work alongside volunteers with more experience and under the guidance of our volunteer staff, including Team Leaders and Director. Our work ethos is exploratory, fun, and serious. We all enjoy the company of people who have varied backgrounds and interests of all ages, and who are passionate in their pursuits. In addition, SASA fully supports internships for college credit if approved by your school.

As part of our Internship Program, we provide the following opportunities:
- Monthly Professional Development Events
- Career Guidance/Mentoring by Appointment
- Opportunity to cycle between multiple teams for academic-year-long internships
- Orientation, Fun Event, and Goodbye Party

SASA is looking to take on interns for the Fall 2024 semester for each of our Teams (see Team Descriptions below, as well as information on the [Teams page](#) and [Projects page](#),):

- Communications Team
- Live Events Team
- Outreach Team
- Research Team
- Access Team
- Fundraising & Grant Writing Team
- Archaeogaming Educational Modules Team
- Executive Team
- Mentoring Team

Interns may be undergraduates, have completed their BA, or be in graduate school. The minimum age for interns is 18. All interns must be strong self-starters and excel at working in remote environments, both alone and with a team. These internships are scheduled for the duration of **08/26/2024 -12/20/2024**, however, these dates are flexible and can be discussed. Weekly internship hours range between **10-15 hours per week**, although we can accommodate up to 25 hours per week to meet requirements for college credit.

We seek interns with experience in any of the following areas:
- Professional communications experience, including social media, mass email, website, and video production
- Event Coordination
- Research & Writing
- Journalism
- Graphic Design
- Data Mining and Management
- Grant Writing & Crowdfunding
- Nonprofit Administration & Organization
- Education or classroom experience
- Excellent writing skills
- Ancient Studies knowledge (not required)
- General work experience, especially in remote settings

The only requirement for working at specific times is that the interns be available at their team meeting time(s). Current meeting times are as follows but are subject to change:
- Communications Team: Tuesdays 10am - 11am EST
- Live Events Team: Tuesdays, 12pm - 1pm EST
- Outreach Team: Fridays, 11am - 12pm EST
- Research Team: Wednesdays, 11:45am - 1pm EST
- Access Team: Wednesdays, 11am - 12pm EST
- Fundraising Team: Wednesdays, 2pm - 3pm EST
- Grant Writing Team: Tuesdays, 10:30am - 12pm EST
- Archaeogaming Education Modules Team: Thursdays 12pm - 1pm EST & Fridays 1pm - 2pm EST
- Executive Team: Tuesdays, 12:30pm - 1:30pm EST
- Mentoring Team: Mondays, 8am - 9am EST
- Recruitment Team: Thursdays, 5:30pm - 6:30pm EST
- Inter-organizational Communications Team: Fridays, 12:30pm - 1:30pm EST
- Virtual Conference Team: Fridays, 2pm - 3pm EST

SASA is committed to creating a diverse environment and is proud to be an equal opportunity organization. All qualified applicants will receive consideration for internships without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, or veteran status. We also welcome applicants from diverse educational backgrounds, aside from Ancient Studies, and those on any career trajectory.

Internship applications are now open and will be reviewed on a rolling basis. The Fall 2024 Application deadline is: August 1st.

To apply, please send a **cover letter and resume** to recruitment@saveancientstudies.org or upload them in the webform on our applications page. **Please specify in your cover letter which skills you have and for which teams you think you would be best suited.** We look forward to your application.

About SASA

SASA is a non-profit organization, tax exempt under IRS code 501(c)(3). SASA's mission is to counter the downward trend in Ancient Studies fields in higher education, by (1) uniting graduate students and scholars to (2) expose and engage students to Ancient Studies, to (3) facilitate ease of access to studying the ancient world, and to (4) support and reimagine scholarship as a lifelong pursuit for those who work as professionals in other areas after receiving their PhDs.

At this time, almost all positions with SASA are unpaid, including management, volunteers, and interns. Since work for SASA is all done remotely, we take a proactive approach to supporting our volunteers and interns. Our goal is that internships with SASA are mutually beneficial, such that volunteers help work on various SASA projects and gain experience in multiple areas, learn skills, gain knowledge, and build connections with numerous people in Ancient Studies and the nonprofit world. Interns work alongside volunteers with more experience and under the guidance of our Team Leaders and the Director. Our work atmosphere is exploratory and collaborative. We all enjoy the company of people who have varied backgrounds and interests of all ages, and who are passionate in their pursuits.

TEAM DESCRIPTIONS

Communications Team - As the vanguard of SASA, the Communications Team works to create and schedule all of our social media posts and mass emails, as well as run our website. Interns have an integral role in SASA's messaging, look, and feel.

Live Events Team - Develops, plans, and runs SASA's live events, including Expert Q&A's, Archaeogaming, and our Book Club. Interns participate in the full cycle of event creation and production, from soliciting new presenters, to organizing events, to assisting in live event production, to post-event communications, video editing and posting.

Outreach Team - Forms relationships and partnerships with other organizations, individuals, and businesses to help further our mission and theirs. Interns will seek out potential partners, help draft language for our outreach, assist in planning strategy for effective outreach, and work to maintain and grow relationships.

Research Team - In our effort to ground our claims and proposed solutions in real evidence, this team conducts in depth sociological research and analysis on the downward trend in Ancient Studies throughout the US educational system. We also work to produce and present proactive methods for solving problems in Ancient Studies. Our goals are to complete a White Paper on this

topic, as well as a series of published articles and informational videos. Interns on the team help in crunching the data on a variety of educational indicators, analyzing that data, and composing results, as well as researching solutions and producing videos about them.

Access Team - One of our main methods of saving Ancient Studies is to provide greater ease of access for students to begin to study the ancient world and develop their skills. We are in the process of developing the initial stages of our Access Platform. Currently the Access Team is compiling and developing an online platform listing online resources in all Ancient Studies fields. Interns are engaged in internet research to discover, evaluate, and categorize all sorts of wonderful websites.

Fundraising & Grant Writing Team - We are hard at work trying to raise funds with a multi-pronged approach, including crowdfunding, individual donor solicitation, and grant writing. This will enable SASA's future success. Interns on this team help plan fundraising events, find grants, and help write grant applications. Preference will be given to individuals with prior experience in these areas.

Archaeogaming Education Modules Team - SASA's newest team is just getting off the ground. Get in on the ground floor as we work with scholars to begin creating complete lesson plans, videos, and materials using video games with ancient-related content to explore themes and ideas of ancient history and society. These educational materials will be distributed to a network of teachers for use in their classrooms. Preference will be given to individuals with prior experience in elementary and high school classroom settings, in development of script guidelines, editing of scripts, and video-editing and distribution.

Executive Team - This Team is the engine that keeps SASA running smoothly, handling SASA's administration, recruiting, finances, legal matters, productivity software, internal processes, and more. Since SASA is a fast-growing start-up organization, the Executive Team innovates new processes, procedures, and tools to support the development of all the other Teams. Participating in the Executive Team is a great opportunity for anyone interested in exploring non-profit management and administration.

Mentoring Team - The Mentoring Team is designed for high school students who wish to pursue higher education in Ancient Studies disciplines and early undergraduate students who want to continue their education. The principal goal of this program is to empower our mentees by assisting them in making conscious choices regarding their education and career choices. Interns in our team actively participate in the entire program development process, which can take various forms, such as contributing to our guide or conducting research. Participation in our project is ideal for anyone interested in project management at non-profit organizations. We require no previous experience in this area. However, preference will be given to candidates who have experience working with Google Workspace and have excellent time management skills.