



FOUNDATION & COMMUNITY IMPACT INTERN

Location: Scarborough, ON
Duration: Fall (September-December)
Wage: Unpaid
Work Type: Hybrid

About Us

The Scarborough Shooting Stars are a professional CEBL basketball franchise committed to delivering exceptional game day experiences and engaging the community through high-impact events and activations. We take pride in creating memorable moments for fans, partners, and the Scarborough community through basketball, entertainment, and meaningful connection.

Role Overview

We're looking for a passionate and community-minded Foundation & Community Impact Intern to support the Scarborough Shooting Stars Foundation. This role focuses on community outreach, program coordination, event planning, and administrative support. The successful candidate will help organize foundation initiatives, assist with grant opportunities, and contribute to programs that create meaningful impact throughout the Scarborough community.

What You'll Do

- Assist in planning and executing Foundation events, community initiatives, and fundraising activities.
- Research and support the preparation of grant applications and funding opportunities.
- Organize Foundation records, documents, reports, and program materials.
- Coordinate communications with community organizations, schools, charities, and partners.
- Assist with volunteer coordination and community engagement initiatives.
- Track program participation, outcomes, and impact metrics.
- Support donation tracking, sponsorship documentation, and administrative processes.
- Help prepare presentations, proposals, and reports for Foundation initiatives.
- Perform general administrative and operational duties as assigned.

What We're Looking For

- Interest in nonprofit organizations, community engagement, sports management, or social impact.
- Strong written and verbal communication skills.
- Excellent organizational and time management abilities.
- Ability to manage multiple projects and meet deadlines.
- Strong attention to detail and administrative skills.
- Proficiency in Microsoft Office or Google Workspace.
- Ability to work independently while collaborating with a team.
- Previous volunteer or community involvement is considered an asset.

What You'll Gain

- Hands-on experience working with the charitable arm of a professional sports organization.
- Exposure to grant writing, fundraising, and community partnership development.
- Experience planning and executing community events and outreach programs.
- Practical skills in project management, nonprofit administration, and stakeholder engagement.
- Professional mentorship and networking opportunities within the sports and nonprofit sectors.

Our Environment

We're an energetic, collaborative, and inclusive team that thrives on creativity and execution. Interns are treated as valued contributors, receiving hands-on mentorship and opportunities to play an active role in delivering memorable game day and community experiences.