

# Yale University

## President's Public Service Fellowship

### Proposal for Fellowship Placement Summer 2023

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#### Organization information

<i>Name of organization</i>	Gateway Community College Foundation
<i>Full street address</i>	20 Church Street, New Haven CT 06510
<i>Website or link to social media page</i>	<a href="https://gatewayfdn.org">https://gatewayfdn.org</a>

#### PPSF Fellow's direct supervisor

*The supervisor must be available to supervise Fellow on a daily basis.*

<i>Name</i>	Heidi Green
<i>Title</i>	Associate Dean of Institutional Advancement
<i>Cell phone number</i>	203.715.3185
<i>E-mail address</i>	<a href="mailto:hgreen@gwcc.commnet.edu">hgreen@gwcc.commnet.edu</a>

**Placement dates (8-11 weeks between Tuesday, May 30, 2023 through Friday, August 11, 2023)**

June 5th - August 10th

**Are placement dates flexible? Are there any dates on which your Fellow must work?**

Flexible

**Proposed work schedule (work week should equal and not exceed 37.5 hours per week)**

M-F 8:30 to 12:00, 12:30 to 4:30

**Organization description (*mission statement, population served. 1,000 characters or less*)**

Gateway Community College Foundation serves the students of Gateway Community College, the largest of CT's 12 community colleges. Gateway students' demographics: 63% identify as female and 37% male, 24% Black 28% Hispanic, 37% White, 55% are 18 to 24; 41% over 25, and 4% under 18. 38% are Pell grant eligible.

The Foundation provides student scholarships and fellowships, technology grants, and aid for educational and emergency needs. The Foundation also provides support to faculty and staff for professional development.

**Write a 1-2 sentence summary of the work that the Fellow would be conducting (500 characters or less).**

The student would support marketing, communications, and fundraising, including alumni and prospect research, social media and annual report content creation, and copy-editing and events management.

**Write a more complete description of the specific project you propose and list the duties/outcomes expected of the Fellow.**

The Gateway Community College Foundation seeks to build out a sustainable outreach and fundraising program built on strong data. The Foundation anticipates a capital fundraising campaign in the near future. The Fellow would be using data bases and public financial filings to conduct research to surface prospective partners, foundation support and individual investors. In addition, the Fellow would create and repurpose video, photographic and text content for social media marketing and advertising.

**List specific skills/experience required for the project**

An understanding and enthusiasm for building and engaging social media audiences.

Strong and concise writer.

Fundamental photography and videography skills.

Ability to search, analyze, prioritize, and accurately capture data from multiple sources.

Attention to detail.

**Additional requirements (e.g. a car or weekend working hours). If a car is required, include information regarding parking arrangements and mileage reimbursement.**

None

**Briefly describe any work that Yale PPSF Fellows have done with your organization in the past and present. If you have not worked with Yale Fellows, describe any work that Yale students have done with your organization.**

To my knowledge, none.