

# Internship

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## Management Consulting Internship

### About NMBL

NMBL Strategies seeks to empower small businesses, nonprofits and public-private enterprises through trusted consulting partnerships. Our consultants have real world experience and significant tenure within their fields and are able to deliver the best and most strategic return on investment. We strive to grow our business with the same dedication and decisiveness we offer to our broad range of clients.

Our clients range in background from small businesses (JM Marschuetz Construction, Examcrackers, Ivani and Terra Ferma) to Nonprofits (America's Black Holocaust Museum, Thanks-Giving Square Foundation and Empower Missouri) to Public-Private Partnerships. Within these efforts our work centers on change management, strategic planning and leadership development. NMBL Strategies works with these groups to ensure their success from strategy to planning to operations.

### About the Internship

As we continue to grow our business, we are searching for interns that can wear several hats. Interns will work on both client projects as well as with internal projects and operations. Typically, we like to find a way to integrate an intern's interests and backgrounds into all aspects of our operations. NMBL's work with clients requires a lot of research and outreach, in our strategic planning we focus on building a functional, operational plan over all aspects of the organization. To accomplish this, NMBL requires backgrounds and interests of all kinds which ensures our clients get the best possible solution to developing their future.

### Roles and Responsibilities

#### Primary Responsibilities

- Research based upon client relationships that may include benchmarking, relationship tracing, and other research to allow for the development of strategic plans and leadership plans
- Support the Director of Business Development & Project Management on client management, proposal development and new client prospecting.
- Support NMBL team on strategic plans and leadership development opportunities
- Participate and potentially host interviews as a part of the strategic planning process

#### Misc.

- Support leadership in other tasks as they may come up
- Other duties as assigned

#### Opportunities based upon interest

#### Finance/Accounting

- Review budgets of strategic plans understanding the connection between operations and costs. A uniqueness of NMBL's plans is that we are able to properly forecast revenues and expenses of our planning because of our deep experience operating nonprofits
- Assist on receiverships where NMBL staff has been appointed by the courts to manage a company, where work may include:
  - Financial Reviews
  - Asset Assessments and location
  - Forensic Review of Financials
- Assessment of ROI (Return on Investment) of opportunities for NMBL and our clients

#### PR/Marketing

- Explore new ways to build relationships with potential clients
- In coordination with the Director of Communications develop and submit NMBL Strategies for speaking engagements and awards
- In coordination with the Director of Communications identify publication opportunities for the business
- Work on social media planning and strategy, manage social media growth of NMBL's account as well as developing plans for client accounts
- Writing of blog posts on the NMBL Strategies website
- Graphic Design of materials for clients and NMBL

#### Business Development

- Work with the Director of Business Development on streamlining NMBL's proposal process.
- Plan and work on events for NMBL Strategies and Clients

Pay range for this internship is \$12-17 per hour depending on experience and education.

NMBL Strategies primarily works remotely, either from our own homes or from job sites. As such, most work will be performed remotely. NMBL does try to keep our employees top of mind and we find ways for interaction amongst our team to ensure strong team interaction, education and mental health.

This position has the ability to be part time to full time (20-40 hours a week) depending on availability of chosen candidates. NMBL will work with candidates on their preferred schedule.

Please send resume and cover letter to [jobs@nmbstrategies.com](mailto:jobs@nmbstrategies.com). Please title your email as "Last Name – Position Applying For" in the subject header of the email. Only those candidates selected for interview will be contacted. No telephone calls for position inquiries, please.

NMBL Strategies is an equal opportunity employer committed to diversity at all levels.