Name of Organization: StartFast Venture Accelerator

Host Background Information: StartFast is a mentorship-driven startup accelerator designed along the TechStars model. We choose 5-10 software and internet companies for an intense 3-month program, give them capital, surround them with amazing mentors, provide space, resources and guidance culminating in Demo Day where they have the opportunity to present to hundreds of investors.

Internship Position Title and Location: StartFast Associate/Syracuse, NY

Internship Position Context/Description: From participating in mentor meetings to attending many community-wide social events, StartFast Associates gain a unique perspective into the startup world and beyond. Associate tasks will include assisting with the daily operations of the StartFast program and providing assistance for the companies in areas of need. Examples of tasks include: research, preparing for and organizing events, marketing, business development, providing content for social media, organizing meetings, taking notes at meetings, and running the logistics for special mentor visits. Associates will report to the Managing Director(s) of the program.

Qualifications/Preferred Experience: StartFast Associates are current/recent students (undergraduate or graduate) with expertise in design, engineering, computer science, business or law. Associates are also expected to have a demonstrated interest in technology, startups, entrepreneurship and/or venture capital. Applicants should possess a wide skill set and will be responsible for completing any task, large or small, in a quick and effective manner. Most of all, Associates should carry a lot of enthusiasm and have a willingness to learn and meet new people.

Internship Schedule: The 2014 program starts after May 27 and ends August 15, 2014. The intern will devote 32 hours (80%) of a standard 40-hour work week to the responsibilities of the StartFast position and 8 hours (20%) per week to the community engagement component of the internship. The 20% release time for the community engagement project be taken either in one eight-hour day or two, 4-hour half days. While scheduling is flexible, we expect a strong commitment that involves working whenever needed.

Expected Outcomes: As an Associate at StartFast, you will have the opportunity to help build and develop a promising group of Internet startup companies in Syracuse, NY. You will also be able to substantially grow your personal and professional network by connecting with a wide variety of experienced mentors, entrepreneurs and investors.

Other: Housing may be available for the duration of the program.