

Non-profit Development Internship

This is a hands-on internship designed for undergraduate college students who wish to excel by experiencing real-world situations while learning from local non-profit professionals.

The internship is unpaid (for academic credit) and is available during the fall, spring and summer semesters. Actively seeking fall applicants.

Requirements:

- Strong organizational skills, time management skills and attention to detail
- Proficiency in Microsoft Office Suite
- Ability to multi-task and work well on a team
- Must provide two references from past or current educators

Responsibilities:

- Working alongside development team to explore fundraising methods within the community
- Assist with various aspects of fundraising event planning
- Volunteer engagement and recruitment
- General administrative support

Because of the part-time nature of this opportunity, a student could potentially hold another job/internship. We offer flexible scheduling and a fun, fast-paced environment where students can directly impact the lives of children and their families dealing with cancer.

To Apply:

All qualified students-freshmen through seniors-are encouraged to apply. Please email your cover letter, resume with two references from current or past educators to Celeste Hillen at Celeste@ChildrensCancerConnection.org and include the following information in the body of your email or cover letter:

- School/Major
- Semester you are applying for
- Number of hours per semester that your school requires to fulfill its academic credit requirements
- Days you are available to work