

PAID NONPROFIT INTERNSHIP



PROMISE HOUSE IS SEEKING A DEVELOPMENT INTERN FOR SUMMER 2019

THE DONOR ENGAGEMENT INTERN WILL GAIN:

- 280 hours of HANDS-ON EXPERIENCE IN NONPROFIT DEVELOPMENT, including donor relationship management, event coordination, fundraising, and marketing
- An opportunity to PLAN, EXECUTE, AND SUPERVISE 2 IMPORTANT PROJECTS: a mid-year report to steward relationships with donors and foundations and planning and coordinating a summer donor engagement event
- EFFECTIVE COMMUNICATION SKILLS for building and maintaining relationships with donors, volunteers, and community members
- FUNDRAISING SKILLS, including contacting potential funders, researching supporting statistics, and creating supplementary materials for projects
- \$2,750 COMPENSATION FOR 8 WEEKS OF WORK

PROSPECTIVE APPLICANTS MUST:

- Want to make a difference in the lives of youth in crisis
- Be a full-time undergraduate returning to college as a junior or senior in Fall 2019
- Have strong written and verbal communication skills and demonstrate confidence in their ability to connect with others over the phone, in writing, and in person
- Possess strong organizational skills, creativity, and attention to detail



224 W. Page Ave
Dallas, TX 75208

www.promisehouse.org

ABOUT US

PROMISE HOUSE is leading the charge to end youth homelessness in North Texas. Our free programs include emergency shelter, transitional living, pregnant and parenting teen support, counseling, education and outreach.

TO APPLY

Email cover letter and resume to:
Danielle Fork, Development Coordinator
Danielle.Fork@promisehouse.org

APPLICATION DEADLINE: APRIL 10

**ExxonMobil Community
Summer Jobs
Program**