



Internship Description

Job Title:	Development Intern
Department:	Fundraising Team
Location:	Virtual
Time Required:	10-20 hours/week

Job Description

Organization description:

Asante Africa Foundation is a 501(c)(3) nonprofit organization that promotes quality educational access and leadership development for children in East Africa (Kenya, Tanzania, and Uganda). Asante Africa Foundation believes in the power of knowledge as a catalyst to help young people create a future where they live their dreams. We achieve this vision through partnering with local families, educators and community members to create safe and healthy learning environments, strengthen teacher quality, enhance learning in the classrooms, provide merit-based scholarships, and leadership development. To learn more about Asante Africa Foundation please visit www.asanteafrica.org

Position description:

Asante Africa Foundation is seeking a dynamic, passionate Development Intern to join our Development team. This internship is an excellent opportunity to gain exposure to fundraising and communications for an international nonprofit that is “on the move”. The intern should have a background and/or interest in fundraising, marketing / communications, events, social change communications, and/or international development.

Under the supervision of the Director of Strategic Partnerships and Communications, the responsibilities include but are not limited to:

- researching donor prospects and fundraising opportunities,
- organizing fundraising events,
- researching grant opportunities,
- writing project proposals,
- engaging with donors,
- authoring donor communications.

The hours are flexible and the time commitment is approximately 10-20 hours per week. Opportunity to work remotely.



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Requirements:

- College student or graduate (if no college experience, 1-2 years of development experience required)
- Experience in/desire to learn about fundraising or event organizing
- Great personal initiative and independence, a 'can-do' attitude is key
- Capacity to proactively manage small fundraising projects and tasks
- Creativity and ability to work as a team
- Goal-oriented and good at setting priorities
- Experience with Microsoft Office Suite is preferred
- Familiarity with Salesforce a plus
- Ability to work with other online platforms (Canva, MailChimp, etc.)
- Familiarity and interest in social media a plus
- Ideal candidates will have excellent organizational and communication skills

To be successful as a member of the Asante Africa Foundation team, you will also:

- Have a passion for our mission and a strong desire to impact a growing nonprofit
- Be an innovative and creative thinker - you are not afraid to try something new and inspire others to do so
- Have a very high level of personal and professional integrity and trustworthiness
- Have a strong work ethic, take initiative, and require minimal direction
- Thrive in a fast-paced and fun environment



Internship Description

Benefits:

- Directly impact Asante Africa Foundation's efforts to fund education-related projects that enhance knowledge, skills, and opportunities for hundreds of children in East Africa and learn about successful international development programs
- Be part of a highly-motivated nonprofit organization run by majority volunteers
- Gain insight into the day-to-day operations of a nimble, results-orientated, high-growth nonprofit organization and receive professional training
- Build your resume and gain references for future employment opportunities
- Opportunity to work from the comfort of your own home.

ASANTE VOLUNTEER POSITION NOTES:

How to apply:

Email a cover letter outlining why you would be a good fit for Asante Africa Foundation and your resume to volunteer@asanteafrica.org. Please put "Development Intern" in the subject line. This is un-paid part-time volunteer position with an expectation of 10-20 hours per week (flexible with your schedule) , for a minimum of six months. **All applications due by August 19th for consideration.**