Foodshed Alliance Development/Fundraising Internship

Job Description: The Foodshed Alliance is seeking a highly motivated Development/Fundraising intern to gain hands-on experience assisting in raising funds for a grassroots nonprofit organization. The ideal candidate will be an enthusiastic self-starter who enjoys working on a wide variety of tasks.

Location: Foodshed Alliance, 27 Main Street, 2nd Floor, Blairstown, NJ 07825

Responsibilities could include:

• Assist with events: annual Gala, Silent Auction, Farm-to-Fork Dinners, Tour de Blairstown, farmers’ market, Green Drink networking events
• Assistance in writing grant proposals and reports
• Provide support for seeking sponsorships
• Help maintain database of current and prospective donors
• Assist in creation of twice-yearly donor appeals

Candidate Qualifications:

• Previous experience or coursework in Marketing, Communications, Sales or Non-Profit management
• Familiar with CRM or fundraising software tools preferred, but not necessary
• Interest in sustainable agriculture, food and farming
• Strong interpersonal skills
• Desire to help make the planet a better place

Compensation: An ideal candidate will complete this internship for college credit.

Schedule: An ideal candidate for a summer internship could commit to at least 20 hours/week for a minimum of 12 weeks. An ideal candidate for a spring or fall internship could commit to at least 15 hours/week for at least 12 weeks.
To Apply: Please send a cover letter, resume and at least two work samples to Lisa Kelly, Director of Communications and Development, at lisa@foodshedalliance.org.

Deadlines: Suggested deadlines are listed below. If you miss a deadline, or you are interested in an internship that does not meet the minimum duration, please contact Lisa Kelly, Director of Communications and Development, at lisa@foodshedalliance.org, as exceptions can sometimes be made based on the needs of the Foodshed Alliance.

Summer Internship: May 15
Fall Internship: August 15
Spring Internship: November 15

About Foodshed Alliance: The Foodshed Alliance is a 501(c)(3) nonprofit that works to strengthen our local food system to improve the health of our bodies and our land. Our work helps family farms thrive, helps beginning farmers succeed, reduce food insecurity by reducing food waste while protecting the environment.

To learn more about our work, please visit our website at http://foodshedalliance.org.