



## **PCI Media Fundraising and Development Intern (Unpaid)**

PCI Media seeks an undergraduate student, graduate student, or recent graduate interested in supporting our fundraising and development activities. Successful candidates will have enthusiasm for non-profit management, strong writing and research skills, and an interest in helping us to strengthen and streamline our fundraising infrastructure. We expect interns to join us for at least three months and work three to four days a week. This is an unpaid, volunteer position.

### **About PCI Media Impact**

PCI Media is an award-winning, non-profit organization that produces culturally resonant television and radio programs and communication campaigns, in partnership with local and international organizations, to achieve national, regional and global impact.

At the heart of our work are compelling narratives that celebrate the positive and reflect our “Love Not Loss” approach to tackling difficult issues. We are a leader in the field of Social and Behavioral Change Communication (SBCC); the strategic use of communication to promote positive outcomes in health, environment, and social justice. Grounded in social science and communication theory, we employ a systematic, participatory process that utilizes television, radio, video, print, social media, interpersonal channels, and community mobilization to achieve defined objectives at the community, national and regional levels.

Together with our partners around the world, we have produced more than 5,000 episodes of 100 television and radio productions, reaching more than one billion people in over 60 countries.

For more information, please visit [www.pcimedia.org](http://www.pcimedia.org).

## Job Description

If you have an interest in gaining experience in communication for development (C4D) throughout the world, are comfortable working in a multi-cultural environment, have a knack for being organized and a good writer, can easily respond to a wide variety of needs and opportunities, and if you are well versed in Word, Excel, PowerPoint, and other similar programs, then you might be a great fit for PCI Media's *Fundraising and Development Internship* program.

PCI Media Impact seeks a *Fundraising and Development Intern* to support our Director of Development and Grants Manager in the day-to-day fundraising efforts of the organization. This is an excellent opportunity to learn about program development, proposal writing, and funder research. You will gain first-hand experience in what it takes to run an international development non-profit organization. And you will help PCI Media Impact strengthen our infrastructure and systems as we grow to better meet the demands of our mission.

Specifically, you will be involved in each of the following areas and tasks:

- Prospect research
- Reviews of funding opportunities
- Funding strategy research
- Writing government, foundation, and individual funder proposals and reports
- Maintaining and updating databases
- Online fundraising and special events
- Additional projects based on specific skills and interests

## Qualifications

- A strong interest in non-profit management & fundraising
- Strong writing and research skills
- Organized and detail-oriented, yet also flexible to move with the needs of senior staff
- Comfortable in Word, Excel, PowerPoint and other similar programs
- Enjoys working with people from diverse backgrounds

Additional language skills (Spanish or French), corporate fundraising and online fundraising skills are all assets that could be used for special projects.

## How to Apply

Along with a résumé and two writing samples, please send a cover letter that explains your interest in working in fundraising and development at PCI Media Impact. Please indicate your availability and preferred time frame for the internship.

Please send your application to [jobs@pcimedia.org](mailto:jobs@pcimedia.org), with "*Fundraising and Development Intern*" in the subject line. We will confirm receipt of your application. We will conduct interviews on a rolling basis, as we receive applications.