



### **PCI Media Grant Writing Intern (Unpaid)**

PCI Media seeks an undergraduate student, graduate student, or recent graduate continuing their education interested in joining our intern program. This is a remote, unpaid internship. In order to be eligible for this program, you must be enrolled in an institution of learning currently or during the preceding semester and have not yet graduated.

We work with each intern to create a schedule that works for them for the duration of their internship, typically 2 to 4 months.

Successful candidates will have enthusiasm for organizing information, strong research skills, an interest in learning about grant proposal development, and non-profit management, and want to experience being part of a multi-cultural and international team.

### **About PCI Media**

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).

## **Internship Description**

As a PCI Media Grant Writing Intern, you will have the opportunity to learn about program development, proposal writing, funder research, and non-profit management. You will work within the Programs team to design programs, participate in brainstorming sessions, and develop concept notes and technical proposals. You will gain first-hand experience in how an international development non-profit organization creates programs and receives funding.

Specifically, you will have the opportunity to learn about the following areas:

- Prospect research
- Funding opportunities
- Funding strategy research
- Writing government, foundation, and individual funder proposals and reports
- Creating data reports
- Additional projects based on specific skills and interests

You should apply if you:

- Have a strong interest in non-profit development & fundraising
- Have exceptional writing, organization, and research skills
- Are brilliantly organized, detail-oriented, and communicative
- Are interested in social justice, public health, and/or environmental/sustainable development issues
- Are interested in working in the non-profit sector
- Are interested in working as part of team
- Are comfortable in Word, Excel, PowerPoint and similar programs
- Enjoy working with people from diverse backgrounds
- Be available 21-28 hours a week for at least two months

## **How to Apply**

Along with a resumé, please send a cover letter that explains your interest in interning at PCI Media and a writing sample. Please indicate your availability and preferred time frame to intern.

Please send your application to [intern@pcimedia.org](mailto:intern@pcimedia.org), with "Grant Writing Intern" in the subject line. We will review applications on a rolling basis.