



## **Fundraising – Sales - Marketing Intern**

**Purpose:** To develop contributions and volunteer support from the communities served by PeaceMaker Minnesota.

### **Responsibilities:**

- Develop and carry out a marketing / fundraising plan to raise contributions for a project of a PeaceMaker Minnesota school, group of schools or permanent fund.
- Identify prospective donors and advocates
- Prepare informational material to gain interest and support from donors and advocates
- Identify and recruit advocates who can help to further your requests or make requests of their own
- Make telephone calls to qualify potential donors and to solicit their support
- Prepare and send emails and letters to potential donors and advocates asking for their support.
- Meet with individuals or groups such as Lions and Rotary Clubs to solicit their support
- Organize a fundraising event, if that's part of your development plan.

### **Timeline, Hours, Compensation**

Spring/Fall. The internship can begin at any time. A minimum commitment of 120 total hours, 8 – 12 hours a week, is required. Mileage reimbursement to and from meetings provided. No hourly compensation.

### **Qualifications:**

- Excellent written and verbal communication skills
- Excellent interpersonal skills
- Strong organizational skills and demonstrated attention to detail
- Ability to meet at the PeaceMaker Minnesota office once or twice every two weeks, between 8:30 a.m. and 5:00 p.m.
- A desire to develop networking, sales, fundraising, marketing or community-building skills. Training is available. No fundraising experience required.

## **Value of Completing this Internship:**

Learn and develop fundraising skills that are important for working at any nonprofit and transferable to many for-profit companies. You will demonstrate:

- Research skills in identifying individuals, organizations and companies interested in a cause
- Initiative to reach out to and to engage others.
- Persuasive writing and verbal communication skills

You will also have the opportunity to develop your professional network, increasing your number of LinkedIn connections.

And you will make a difference in what schools do to reduce bullying and to teach youth healthy relational skills. You will help determine the resources available for school violence prevention efforts.

## **About PeaceMaker Minnesota**

To help create a more peaceful world, the mission of PeaceMaker Minnesota is to help schools to be safer places, free from bullying and harassment, and to help youth learn positive relational skills like empathy, respect, cooperation and how to resolve conflicts peacefully.

PeaceMaker provides the following services:

**Financial Services** to reimburse schools for training, curriculum, and supplies to build community and strengthen violence prevention efforts. Partner schools can receive \$500 and access additional matching money to support teachers and other staff in teaching kids to be peacemakers.

**Training Services** to help teachers, administrators, bus drivers and others to recognize, respond to and to prevent bullying. Training can also help students become peer mediators and school employees learn communication skills to resolve conflicts.

**Ambassadors for Respect (A4R)** brings individuals with developmental disabilities into schools to teach fourth graders about the importance of including others, Person First Language and of being an advocate for oneself and others.

**Peace Guide Services** to help kids learn to be peacemakers and to help create a positive learning environment. Students learn to address bullying, repair harm, resolve conflicts and improve relational skills.

**Our vision is for kids – all kids in every community – to learn to be peacemakers.** Our strategy is to support more school employees, students, and others in teaching kids to be peacemakers. We strive to be leaders in violence prevention education and generators of support for helping youth learn to be peacemakers. Founded in 1998, PeaceMaker Minnesota meets all standards of the Charities Review Council, earned a Gold Seal of Transparency from GuideStar, and is a giving option for the State of Minnesota Employee Fund Drive.