Fundraising Internship Opportunity- Cork, Republic of Ireland

Role Description

The internship provides an opportunity to gain valuable learning and working experience at a highly innovative non-profit organisation located in Cork in the Republic of Ireland.

This opportunity is open to recent graduates or current students of the IU Lilly Family School of Philanthropy. The intern is expected to demonstrate a keen interest in non-profits, as well as have project management abilities, proficiency with technology, attention to detail, flexibility in handling multiple projects, and ability to handle and protect confidential information.

Reports to: Fundraising Manager

Location: The Crann Centre CLG, Classis, Ovens County Cork, Ireland

Hours: The internship is for 5 days a week, for 2-3 Months

Salary: TBC

Start Date: June 2019 for up to 3 months

About the Crann Centre:

The Crann Centre provides a range of programmes and supports designed and informed by people living with Spina Bifida and Hydrocephalus, along with their families. Using innovative and evidence-based research from around the world, Crann provides a range of support in-centre and in coordination with other service organisations and third level institutions in Ireland and internationally. We have a binational collaboration with The Riley Childrens Hospital Indiana University which focusses on capacity building, joint programme delivery and research to support evidence of impact and further innovations in service delivery.

We work with children and adults; our emphasis is on placing the family at the centre of our Model of Care. See www.cranncentre.ie

Learning & Development opportunities

As a relatively new organisation the Crann Centre is building its fundraising capacity with a focus on Impact Investment, Trust and Foundations and Corporate Social Responsibility. This internship provides a unique opportunity to be part of developing the strategy and rolling it out.
The intern will gain practical insight and knowledge on how an NGO operates at every level; Staffing, Programs (delivery and development), managing stakeholders (from the Board of Directors to the client base), collaboration, fundraising (from committee level to impact investment preparedness).

There is an opportunity to gain a working knowledge of how a project delivers the mission statement in the context of restraints and opportunities available.

**Responsibilities-**

- Working with the Fundraising Manager, CEO and the Chair/Founder to deliver on specific tasks including Fundraising /Impact Investment Strategy, development of an Advocacy strategy and plan for key organisational objectives.
- Analysis of the Crann Centre's level of preparedness for impact investment, attracting major donations. This analysis to deliver specific information regarding the identification of stakeholders and the engagement and expectations of each group.
- Research working examples of a successful impact investments in the field of disability / health and identify the steps required for The Crann Centre to operate at this level.
- Deliver a list of potential impact investment partners both in Europe and In the United States.
- Work as part of the small but cohesive Crann team on initiatives at the Crann Centre and in the community where services and supports are delivered.

**Person Specification**

- Highly organised and able to prioritise a workload
- Keen attention to detail
- Excellent communication skills, both verbal and written, adapting your style for a variety of audiences
- Capable researcher
- Team player with an ability to work independently as required.
- Ability to summarise information and present this in clear and compelling way
- Strong Knowledge of Microsoft Office, Social media platforms and good general office skills