

## Community Manager Internships at Giv.to

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**Description:** An internship with Giv.to provides an opportunity for gaining practical knowledge; hands-on experience; and research skills in information technology, sales, and entrepreneurship via the web. The internship is suitable for professionals who wish to improve their qualifications or do research in the fields of social media, technology, business and advertising, political science, or other related fields. The internship is suitable for professionals who wish to improve their qualifications in online fundraising tools, gain experience and mentorship working in a small, highly creative, fast-paced team, and develop technology at the forefront of social media web applications. Universities and media and research organizations are invited to benefit from this internship.

**Time Line:** Application Deadline: On-going

Internship Period: Minimum 1 month, maximum 2 years, with possibility for full-time employment

Workload: Full time or part time, but no less than 2 hours/week

**Location:** Remote or at Giv.to Offices in Washington DC

**Community Manager Internships:** Interns following will focus on the trends and marketplace for tools like Giv.to, advertising, online fundraising, and various client support tasks.

Interns will work on such tasks as:

- Studying and assessing nonprofit or political campaign online giving trends;
- Conducting usage surveys;
- Collecting information and working with different sources;
- Assisting with and writing news or feature stories, including conducting interviews;
- Copy-editing and proof-reading an eBook on online fundraising;
- Various research tasks related to social media;
- Marketing Giv.to to advertisers;
- Maintaining the Giv.to blog;
- Assisting in any technology events where Giv.to is a participant or sponsor;
- Planning and attracting ads;
- Producing and collecting graphic materials;
- Assisting with and writing news or feature stories, including conducting interviews;
- Copy-editing and proof-reading;
- Assisting with editing and working with contributors.

An individual work plan and/or research program will be designed for each accepted intern. A combination of research and practical tasks is also possible.

## **Benefits**

The intern will receive in-depth knowledge of and practical experience in web development, nonprofit fundraising, fundraising via twitter, product sales, and various other tasks related to technology entrepreneurship.

The intern will receive guidance and supervision by a team of seasoned business professionals.

The intern will be a part of the Giv.to's highly dynamic team and will have access to Giv.to events as well as Washington DC technology events.

## **Qualifications Required**

Applicants should:

- Have a knowledge or awareness of those tasks in their chosen internship area;
- Be able to keep deadlines and handle tasks responsibly;
- Be able to write and work proficiently in English.

Students are welcome.

## **Payment and Compensation:**

- Work-related expenses such as transportation will be covered for accepted candidates.
- This is a non-paid internship, but payment may be offered to exceptional candidates based on experience and proficiency in the assigned tasks.
- The intern must have a personal computer.
- Giv.to may extend a full-time offer of employment, contingent upon performance.