



Development (Fundraising) Internship – Fall 2020 and Spring 2021

United States of Care is searching for an intern to join our Development team during the fall and/or spring semesters. The mission of United States of Care is to ensure that every single American has access to quality, affordable health care regardless of health status, social need, or income. As a nonpartisan nonprofit, we are building and mobilizing a movement to achieve long-lasting solutions that make health care better for everyone.

Internship Overview

Interns will support all departments within United States of Care - policy and external affairs, operations, development, and public engagement, with particular emphasis on their focus area of development. The Development team drives fundraising and oversees several large projects within the organization. While interns are a member of the United States of Care team, they are encouraged to take advantage of local/virtual health care and networking events, and to bring their learnings back to share with the team.

Responsibilities and Duties

- Support the United States of Care team in research, planning, and operations;
- Be able to read, understand, and summarize information and research in a concise manner;
- Stay up to date with current health care related policies

Development Focus

- Overall support of the United States of Care development team in the engagement of prospective donors, planning fundraising activities, and general departmental operations;
- Be able to read, understand, and summarize donor information and prospect research in a concise manner for colleagues;
- Organize and assist with the maintenance of donor data software (Raiser'sEdge);
- Conduct research on donor prospects, identify potential sources of individual, foundation, and corporate donor support;
- Assist in communications with funders;

- Participate in strategy sessions;
- Other duties as assigned by the Development Team.

Qualifications

- Must have a strong commitment to ensuring every American has access to quality, affordable health care, and be open to operating in a bipartisan atmosphere exploring multiple policy solutions to achieve that mission;
- Preferably enrolled in an undergraduate or master's program, with a focus on Communications, Business, Nonprofit Management, Leadership, Social Sciences, Public Health, Public Policy, Health Care, Liberal Arts or other applicable program, but all interested parties welcome to apply;
- Flexible and enthusiastic about working in a startup environment and willing to take on a wide range of tasks necessary to support a growing team;
- Self-directed, takes initiative, and able to manage competing priorities;
- Relevant work, volunteer, or internship experience;
- Strong communications and writing skills;
- Experience with databases and event planning experience a plus;
- Development and fundraising experience preferred.

Commitment

This position is part time, and requires approximately 20 hours per week. Internships at United States of Care require a minimum three month commitment. Preferred location in Washington DC or Minneapolis, MN but applicants from other locations will be considered. For fall semester, the internship will be completely remote. It is likely the internship will also be remote for spring semester.

Compensation

This position provides a monthly stipend of \$1,250 for 20 hours of work per week. There is also the opportunity for school credit, if permitted by your college or university.

How to Apply

Interested candidates should email resume and cover letter to jobs@usofcare.org. Please include "Development Spring Internship :", and your last name, in the subject line. **Example:** Development: Spring Internship- Last Name

We are an Equal Opportunity Employer that values a multicultural, diverse working environment. Applicants of diverse backgrounds are welcomed and encouraged to apply. We prohibit discrimination of employment, promotion, compensation, terms, conditions, or privileges of employment based on gender, disability, race, age, national origin, color, creed, sexual orientation, sex (including marital and parental status), gender identity and expression, religion, economic status, ethnic identity, veteran's status, or any other basis prohibited by applicable law.