

# AFRORESISTANCE

## Development and Fundraising Intern

AfroResistance, a Black Immigrant led organization, seeks a detail-oriented **Development and Fundraising Intern**

**Applicant must be committed to the AfroResistance mission and its fundamental beliefs**

### **Mission Statement:**

The mission of AfroResistance is to educate and organize for human rights, racial justice and democracy throughout the Americas.

### **Our fundamental belief:**

We center the lived experiences of subjugated Black Women and Girls. We start from the position that Black Women and Girls have fundamental human rights and that all structures, institutions and practices that are in place to violate those rights must be targeted and dismantled through our own efforts in relationship and in solidarity with allied organizations and individuals.

### **Development Intern Task**

- Assist with donor research and prospecting
- Assist with event management and logistics
- Assist with and create materials for the development
- Assist with and create thank you letters
- Assist with updating and maintaining our donor database
- Support in editing development materials, including our quarterly donor newsletter
- Provide general administrative support for the Development Director
- Join weekly Staff meetings

### **Abilities:**

- To think on your feet
- A proactive problem solver
- Exhibits strong attention to detail and organization skills

### **Skills**

- Has a passion for racial justice, gender justice and economic equity
- Enjoys talking to new people and can maintain a professional demeanor in all interactions
- Has previous experience performing research in a professional setting (development research experience is a plus)
- Is comfortable using Google Suite, especially google sheets
- Has database and research experience (Foundation Directory Online, interested in learning new tools required)

- Team management software knowledge
- Coachable

**Deadline for applications:** Applications will be reviewed on a rolling basis until the position is filled. Applicants are strongly encouraged to apply as soon as possible.

*Black Women, people living with HIV/AIDS, LGBTQI people and/or people with disabilities that live in the Caribbean and/or Latin America are encouraged to apply.*

Please email to: [flor@afroresistance.org](mailto:flor@afroresistance.org) with Development Intern and your name in the Subject Line

*AfroResistance opportunities are based upon individual capabilities and qualifications without regard to race, color, religion, gender, pregnancy, sexual orientation/affectional preference, age, national origin, marital status, citizenship, disability, veteran status or any other protected characteristic as established under law.*