

NONPROFIT FELLOWSHIP PROGRAM

The **ABC Organization** is launching its new fellowship program to provide real-world, hands-on training & professional development experiences to the next generation of leaders.

We are seeking a highly motivated, entrepreneurial, aspiring college student, or under-employed college graduate interested in a nonprofit profession to join the inaugural **ABC Organization's** Nonprofit Service Fellowship.

Fellows accepted into the program will work alongside our **Position, Jane Doe**, to leverage their time and passion to directly support the data, fundraising, and communications needs of an emerging nonprofit organization.

Fellows will emerge from the program with not just the skills, but the direct, professional experiences to pursue full-time employment within nonprofit organizations, and will receive assistance with job search and referrals.

Fellows will focus on project-based work related to supporting our 12-month fundraising plan, resulting in increased financial support for our mission, while maintaining the data systems and infrastructure to sustain our fundraising and communications activities.

What you'll do and learn:

Annual Giving

- Direct mail/Email appeal creation
- Donor thank-you letters

Marketing

- Newsletter, email updates
- Communication/marketing plans

Organization Management

- Board policies, procedures, reports
- Financial reporting & data analysis

Data & Systems

- Reporting from Donor Systems
- Maintenance of accurate records

Who should apply:

- Students studying nonprofit management or a related degree program
- Professionals interested in applying skills to philanthropic management or a related area of studies
- Under- and unemployed recent college graduates seeking employment in the nonprofit sector

Compensation & Benefits:

- Admission to **ABC Organization** networking events and programs
- Bi-Weekly coaching from nonprofit mentors; and
- Monthly webinar, skills-based trainings in emerging practices in fundraising

How to apply:

Candidates can apply by submitting their contacts and resume to:

< CONTACT NAME >

<CONTACT ADDRESS >

Additional Information:

The **ABC Organization** is a 501(3) community -based organization based in Location.

The mission of the **ABC Organization** is to **Mission/Vision Statement**.

Submitted by Susan Jordan, February 2017