

Job Description: Events & Philanthropy Intern (Unpaid) - Fall Semester

Position: Events & Philanthropy Intern

Location: Shir Ami, Newtown, PA

Hours: 8-12 hours per week

About the Role: Shir Ami, a thriving reform temple in Newtown, PA, is seeking an enthusiastic Events & Philanthropy Intern for the Fall Semester to gain hands-on experience in fundraising, non-profit marketing, grant writing, and event management. This role will support our Circle of Giving initiatives and ShirLegacy campaigns, providing valuable exposure to various aspects of non-profit operations.

Responsibilities:

- Assist with the planning and execution of fundraising events and initiatives.
- Contribute to marketing and outreach efforts for Circle of Giving and ShirLegacy campaigns.
- Support grant writing and donor communication activities.
- Help with general administrative tasks related to events and philanthropy.

Ideal Candidate:

- Local college student interested in non-profit work.
- Strong organizational and communication skills.
- Eager to learn about event management and philanthropy.

To Apply: Interested candidates should contact Brent Osborne, Executive Director at bosborne@shiramipa.org.