

The Progressive Magazine - Development Internship Summer 2017

The Progressive is a national bi-monthly magazine of investigative reporting, political commentary, cultural coverage, activism, interviews, poetry, and humor. It champions peace, social and economic justice, civil rights, civil liberties, human rights, a preserved environment, and a reinvigorated democracy.

As a 501(c)3 non-profit organization, *The Progressive* relies upon the generosity of readers and like-minded funders; and our business team is seeking an editorial intern to contribute in *The Progressive's* fundraising operations.

Responsibilities:

- Assisting the development director in the acquisition of contributions, grants, planned giving, and major gifts.
- Learning and completing database management, donor research, grant & proposal writing, donor cultivation, direct mail, and the creation in execution of an annual campaign.
- Working with the business department team to create mechanisms and messages that continue to promote the reputation of The Progressive across the nation.

Useful Skills:

Applicants should be organized and outgoing. They should have a passion for progressive issues, independent media, and fundraising to make a difference. Past fundraising experience not necessary, although helpful.

Credit and Stipend Compensation:

The Progressive is dedicated to providing internships that meet the qualifications for earning academic credit. If hired, staff will help interns apply and complete requirements to earn J697 internship credit or your college's equivalent course. Interns at *The Progressive* also earn a \$500 semesterly stipend.

Application Process:

To apply, please email a cover letter and resumé titled '**last name, first name - development_summer2017**' as **PDF documents** to Lizzie Kunze at elizabeth@progressive.org. Writing samples submitted with cover letter and resumé are preferred, but not required.