**Communications and Fundraising Internship**

Riverview Gardens offers an unpaid interactive internship in non-profit communications and fundraising, while working toward our core non-profit mission. Internship duties include working with Director of Resource Management to communicate and advocate for non-profit mission, including volunteer recruitment and engagement, engaging current and potential supporters through online newsletters, blogs, press releases and social media, researching grant opportunities and drafting grant requests to potential funders aligned with mission, and developing volunteer protocols, among other related projects. Internships with Riverview Gardens provide an opportunity for experiential learning in a variety of fields. Interns should be committed to serving the mission and goals of Riverview Gardens, while pursuing their own learning goals. Riverview Gardens works with interns to develop and implement learning goals.

**DESIRED SKILLS**

Intern should be pursuing related certificate/degree or have keen interest in non-profit communications and fundraising. Leadership and interpersonal skills desired. Safety and attention to detail are critical.

**DURATION and ScheDule**

Duration is flexible and can include a semester, year and/or summer. Schedule is flexible based on intern’s other obligations, with a minimum of 10 hours/week desired.

**CONTACT INFORMATION**

[Kelly Nutty](https://app.joinhandshake.com/jobs/200053#show-contact), knutty@riverviewgardens.org, 920-378-8527

**TO Apply**

[Please send resume with letter of interest via email to Kelly Nutty](mailto:Please%20send%20resume%20with%20letter%20of%20interest%20via%20email%20to%20Kelly%20Nutty), Director of Resource Management, at [knutty@riverviewgardens.org](mailto:knutty@riverviewgardens.org). Please indicate semester or time period for which you are seeking an internship. As a non-profit, we are only able to provide unpaid internships; however, we work with colleges and universities to determine grant opportunities to fund internships.

**RIVERVIEW GARDENS, INC.**

Riverview Gardens is a non-profit organization in Appleton, WI with a mission is to provide job training for people in need, to transform their lives and our community. We believe in the dignity of hard work and allowing people to be part of their own solution. Riverview Gardens is the collaborative transformation of a 72-acre golf course into a transferable skill-based job-training program. Five different social enterprises provide unlimited work and source of revenue for the mission. This project engages the entire community in addressing the root causes of unemployment, poverty and homelessness through hard work, creativity and human dignity. For more information, visit www.riverviewgardens.org.