

Non-Profit / Service Sector Project Ideas

No matter what industry you are in, any business field can benefit from utilizing interns to their fullest potential. One of the many myths about internships is that employers cannot find the time to delegate meaningful work to their interns. The reality is that through thoughtful organization, a great number of assignments and tasks can be given to interns to save employers both time and labor. Below is a list of responsibilities, or “real work,” that interns can do in the non-profit and service sector:

- Plan a fundraising event or program
- Schedule and book location reservations
- Do site checks
- Interact with donors
- Write letters of appreciation
- Lead educational tours
- Organize donor lists
- Develop stakeholder newsletters
- Recruit volunteers
- Manage donation bookkeeping receipts
- Coordinate with other non-profit and partner organizations
- Seek in-kind gifts
- Identify potential corporate sponsors
- Research grant-funding opportunities
- Write/review first draft of RFQs