

MARATHON KIDS

Marathon Kids Development Intern

Direct Reports to: Development Officer and/or Grants Manager

Start Date: Immediate

Hours: part-time (16-20 hours per week)

OVERVIEW:

Marathon Kids is dedicated to improving the health of children by providing them with the tools, motivation and support to live happier, healthier lifestyles. So far, Marathon Kids has transformed the lives of over two million children and as of this year, we have partnered with Nike to take our youth running program to the next level. Kids everywhere need more access to physical activity. We are building a sustainable funding model to fuel our growth and help every kid go the distance.

Marathon Kids is seeking a **driven, fast-learning** and **inventive** intern who is passionate about changing the lives of children and is ready to learn and apply social enterprise, research and development knowledge to that cause. This internship will provide hands-on experience with a cutting-edge development team at an innovative nonprofit. You will be mentored by professionals actively changing the NPO world, gain real-world experience, and fulfill and help deliver on the promise of the Marathon Kids mission.

QUALIFICATIONS & RESPONSIBILITIES:

- **Research.** Get down and dirty with the ins-and-outs of the nonprofit development world. Take initiative to learn what you don't know to help inform stellar work product and decision-making.
- **Track.** Get up close and personal with the funding cycles of institutions and individual donors. Enter and maintain clean constituent data in Salesforce, our CRM. Assist in gift acknowledgement and donor cultivation.
- **Write.** Briefs on potential leads, meeting notes, grant reports, proposals, recaps - strong written skills will be a key contributor to your success.
- **Analyze.** Hone your critical thinking skills and look deeply at the landscape and materials in front of you. Synthesize insights from your learning and directly apply them on the go.
- **Create.** Assist in event planning and collateral production. Bring ideas to life.
- **Adapt.** We move fast, experiment often, and pivot as soon as we identify a need to change course. Adaptability and flexibility are critical to this role.
- **Engage.** Be ready to come to the table with thoughtful questions and big ideas. Be part of a small, highly productive and dynamic team. Make a lasting impact.

APPLICATION INSTRUCTIONS:

To be considered, please email your resume and cover letter to development@marathonkids.org as soon as possible.