



Indiaspora is hiring a Philanthropy Intern for *Summer 2019*

Responsibilities

- Play an active role in communications between Indiaspora members, staff, and partners
- Assist the Philanthropy Initiatives Manager in overseeing various philanthropy projects such as India Giving Week, HeritageINDIA 2019, updating Monitor of University Giving database, and Philanthropy Summit
- Engage on projects to build the Indiaspora network and membership
- Assist Senior Staff in additional projects as necessary

QUALIFICATIONS

- Currently enrolled in an undergraduate degree program, preferably in a social science field or international development
- Experience in detailed and in-depth research
- Experience compiling databases
- Excellent Microsoft Office Skills
- Working knowledge of Indian diaspora in various countries around the world preferred
- Detail oriented
- Possess a can-do attitude

IMMIGRATION / RESIDENCY STATUS

US citizen or permanent resident only

ABOUT INDIASPORA

Indiaspora (www.indiaspora.org) is a nationally recognized 501c(3) non-profit that acts as a catalyst to transform the success of Indian Americans into meaningful impact on the global stage. By sharing insight, hosting events and connecting people, Indiaspora aims to unite the diverse Indian American community toward collective action.

To Apply

Please email a Resume and Cover letter to Sreerag Sarma at sreerag@indiaspora.org with *Indiaspora Philanthropy Intern* in the subject line.

Internships typically last 12 weeks from May until August, and can be adjusted according to the student's schedules.

Applications will be accepted on a rolling basis.