

Jasper Foundation, Inc.
Newton County Community Foundation
Fall 2010 – Summer 2012

The Community Foundation Internship Program will be an effective way for college students to identify, assess and develop future career professions. Not only will the students be provided with real-life work experience, but we as community foundations will benefit from the interns assistance in enhancing our operations and programs.

The Jasper Foundation and Newton County Community Foundation's work plan for the CFI Program:

- Our overall goal will be to work with the college interns to give them valuable first hand work experience in a non-profit setting within the Jasper Foundation and Newton County Community Foundation
- We feel the Jasper Foundation and Newton County Community Foundation staff will be able to provide meaningful work assignments for the various interns participating in this program.
- We are prepared to invest the time and effort necessary for teaching and training students.
- The Foundation has sufficient office work space to accommodate the student interns, although there will need to be an upgrade in our equipment such as another computer.
- We will plan on certain projects or assignments that will help to provide an opportunity for the student interns to develop his/her skills in a positive way.
- The CFI Program will also be a vehicle to help strengthen the operations of the Foundation as well.

Goals of the CFI program for the Jasper Foundation and Newton County Community Foundation:

Marketing and Communication

Goal - Helping to strengthen our marketing and communications skills

Development

Goal – We want to build on the donor base that we already have and strengthen our fundraising and donor cultivation strategies.

Administrative Support

Goal – Assisting the office staff in strengthening the overall effectiveness of our work to increase the awareness of the Foundations and philanthropy in our communities.

Number of interns involved with the program and recruitment

We would be considering one intern per semester at 20 hours/week, unless we see that a certain project or work assignment would require an additional intern.

Time Frames and Compensation

We expect to start our program with the fall semester in 2010 and continue through the summer of 2012. Due to the variety of job possibilities, we feel that our compensation could range from \$9.00 to \$12.00, payable at the end of the semester.

Application

Apply through Ms. Jessica Chapman at the Center for Indiana Partnerships at Saint Joseph's College, 219-866-6116.