



Bringing communities together to
plant trees and cool the planet



Internship at 1Treellion

Job Title/Role: Environmental Fundraising Intern

Intern Location: Remote / Unpaid Industries : Environmental Services, Non-Profit Start Date: ASAP

1treellion's mission statement

Trees are the natural climate solution. It is our conviction that this can be done BUT we need to act with determination NOW.

It is our mission to collectively raise enough funds to make a meaningful global impact by bringing communities together to plant 1 trillion (1,000,000,000,000) trees and cool the Earth.

There are many initiatives and organizations that aims to plant trees. Our lives literally depend on that and only a few of them have succeeded. We plan on doing what we do best - generate a movement and raise a 1treellion.org Global Fund to support those organizations.

1treellion have projects in Armenia, Kenya, Thailand, Guatemala and more. Additional info is available at 1treellion.org.

Job Description: The fundraising internship will acquaint the intern with the core principles of non-profit and political fundraising and prepare them for a career in those fields. Interns assist the team by conducting prospecting research, maintaining the donor database, and facilitating donor stewardship.

Intern may be asked to assist with the following tasks:

- Communications
- Identifying potential donors
- Composing or improving process for communication with donors, including quarterly e-mail updates for donors, thank you letters, and initial outreach to potential donors.
- Developing fundraising materials, including a toolkit for community fundraisers and online fundraisers atc.
- Identifying, researching and compiling leads for potential funding sources, including researching foundation databases, community leaders, local franchises, and corporate sponsors.
- Developing materials for presenting 1treellion Global Funds to potential partners and donors.





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Hours and Terms

This is an unpaid, voluntary internship.

Specific hours, start and end dates are flexible and to be determined between the intern and the intern's supervisor.

Intern will be working offsite. The intern is expected to follow the guidelines 1treellion's policy and procedure. Further tasks will be defined by the intern and supervisor(s).

Location: virtual

Job Qualifications:

- Ability to apply climate mitigation values that are with planting trees as well as community involvement in the process in relationship development, written work, and communication.
- Experience with creating and maintaining spreadsheets, developing communications materials, managing simple projects with minimal supervision, and providing outstanding customer service.
- Excellent organizational and written communication skills.

1treellion Global Funds is an equal opportunity employer. We are committed to employment policies and procedures ensuring all qualified persons are accorded equal opportunity for employment, promotion, and training. We welcome and encourage applicants from diverse groups to apply. We also welcome people from different national origins, religions, ages, and ability status.

Interested? email us at info@1treellion.org with the subject line "Internship." Feel free to include a resume and cover letter, or even a short video introducing yourself instead.

