

PARTNERS IN DEMOCRACY

Development Internship

Summer 2025

Who We Are

Founded in 2022, the Partners In Democracy Group (PID) is a pair of nonpartisan nonprofit organizations (a 501c4 and a 501c3) committed to building a healthier democracy that delivers for everyday people.

At PID, we are building a cross-ideological, multiracial, and cross-sector movement to 1) renovate our political institutions and civic infrastructure so people have the tools they need to be responsible and effective citizens — and politicians have the incentives they need to deliver responsive and accountable representation and 2) heal our civic culture by reconnecting people to their civic experience, power, and responsibility.

For more information, visit the Partners In Democracy website, partnersindemocracy.us.

The Role

Partners In Democracy seeks a detail-oriented and self-motivated Development Intern to support our fundraising efforts through research, database maintenance, and relationship management support. Reporting to PID's Development Manager, this role will focus on gathering, analyzing, and applying data to inform PID's fundraising approach and strategy.

What You'll Do:

- Research and identify new prospective donors, potential partnerships, and funding opportunities
- Synthesize key information into briefing materials for introductory calls and meetings with potential donors

- Maintain up-to-date database of mission-aligned individual donors and foundations
- Support processes for cultivating and stewarding relationships with philanthropic partners at all stages of engagement
- Collaborate with PID's Development Manager and CEO to design, build, and maintain an outreach calendar to ensure that existing and prospective funders are kept informed and engaged with PID's mission and work

Keys to Success

All successful candidates for roles with Partners In Democracy will possess the following:

- Strong familiarity with and commitment to inclusion and belonging principles, or openness to learn and adopt these principles
- Commitment to lifting up the perspectives and priorities of the communities we aim to reach
- Keen awareness of how systems and processes can be built and revised to advance pluralism
- Openness to feedback and understanding that good ideas can come from anyone

Successful candidates for the Development Intern role will also possess the following:

- Strong attention to detail
- Strong interpersonal and written communication skills
- Ability to work independently with minimal supervision
- Ability to handle complex and confidential information with discretion
- Competency using a variety of computer programs

If you believe that you qualify for at least 70% of this job description we encourage you to apply. We know that imposter syndrome and the confidence gap can prevent strong candidates from applying to a job unless they see themselves as a 100% fit. We would love to hear from you.

Important Details

- **Hours: & compensation** Interns are expected to work between 20 and 35 hours per week during the summer, with a salary between \$2000 and \$3500 per month. Specific time commitment, including start and end dates, and salary to be defined prior to beginning work.
- **Location:** We work remotely, though there may be optional opportunities to meet the team in person. Massachusetts residents will be given priority.

This role is subject to a background check to the extent permitted by law.

EEO Statement

Our team is committed to equal employment opportunity (EEO). We will not discriminate against team members or applicants for employment on any legally-recognized basis ["protected class"] including, but not limited to: race; color; religion; genetic information; national origin; sex; pregnancy, childbirth, or related medical conditions; sexual orientation, gender identity and/or expression, age; disability; citizenship status; uniform service member status; or any other protected class under federal, state, or local law.

To apply

Please submit your resume and a statement of intent explaining why you are interested in the work of Partners In Democracy and in this role via our [application form](#). While we will accept and review applications on a rolling basis until the role is filled, the priority deadline is May 25, 2025.