

DATE:
POST:
PERIOD:

March 2020
Fundraising & Communications Intern
Summer 2021 (six weeks)



Who are we?

Depaul International is the parent charity of the Depaul Group, a group of charities that works across the world with a mission to end homelessness and change the lives of those affected by it. Last year, we supported 22,000 individuals through our services in the UK, Ireland, Slovakia, Ukraine, Croatia, France and the USA. We offer diverse services to meet various individuals' needs at whatever stage they may be in the journey to a life independent of homelessness. Our projects range from emergency shelter, long-term housing, specialised programmes such as our innovative prisons project, and psychological, medical and legal support. We also work closely with our two partner organisations, the Institute of Global Homelessness, which is a Chicago-based think tank that focuses on research and policy, and the Famvin Homeless Alliance, a Vincentian Family initiative that supports established and emerging homelessness projects across the globe.

What will you be doing?

The Intern will have the opportunity to gain a variety of experience working in fundraising and communications in the international development sector. Through an intensive placement with the small team at Depaul International's head office, the Intern will:

- Carry out an in-depth analysis of DPI's social media channels (Facebook and Twitter) to improve engagement and increase our reach
- Undertake a benchmarking activity to compare our digital and traditional media activities and presence to other charities
- Develop a communications strategy accordingly and establish KPIs for the organisation
- Develop a 'Case for Support' bank for each project across the Depaul Group that includes a blurb, a budget and a client case story. This will then be used to support our funding applications and appeals

The Intern will also be expected to be flexible and provide ad-hoc support, as and when tasks arise.

What are we looking for?

Please use your CV and covering letter to demonstrate how you meet each requirement of the person specification.

- A high level of written English
- A proven ability to conduct independent research (e.g. academic work)
- A commitment to working for marginalised people (e.g. volunteering or other charity work)
- A diligent and ambitious work ethic
- A keen attention to detail and a creative thinker
- Respect for the values and ethos of Depaul International (see below)
- *Desirable:* fluency in another language (French, Spanish, Ukrainian, Russian, Slovak, Croatian, Romanian)

What will you gain from the role?

We offer interns tailored personal development opportunities, which includes weekly one-to-one evaluations. We also provide an initial induction to Depaul International with the Group CEO. Interns are fully integrated as vital members of the team and will participate in our weekly team meetings.

This internship description is a statement of requirements at the time of writing. It should not be seen as precluding future changes after appointment to this role.

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Some previous interns have travelled internationally as part of the scheme. Travel is not guaranteed, however, and will only occur when appropriate for the work and is subject to coronavirus travel restrictions. Some interns have also gone on to be offered employment at Depaul International.

Eligibility and practical information

The internship is open to **penultimate-** and **final-year** undergraduate students. We accept up to **3 interns** a year. The scheme lasts for **six weeks** over the summer, and you must fully commit to the entire period. We are flexible about the start date.

The internship is based at Depaul International's central office in Victoria, London, subject to work-from-home government guidelines. We are also open to offering **remote internships** to candidates based outside of London, even if office-working is once again safe.

At Depaul, we are committed to hiring diversely and inclusively so we are especially excited to hear from **BAME candidates** and those with **lived experience of social disadvantage**.

The internship is unpaid. Depaul International offers reasonable travel and lunch expenses.

Our Vincentian values

Depaul began in the UK in 1989 in response to the needs of the growing numbers of homeless young people on the streets of London. Our values are inspired by St Vincent de Paul and are at the heart of what we do. They focus on:

- A belief in the potential of people
- A commitment to rights and responsibilities
- A focus on putting our words into action
- Taking a wider role in civil society

How to apply

Please enclose a CV (no more than two sides) and short covering letter (no more than one side) detailing your suitability for the role as laid out in the Person Specification. Send to info@depaulinternational.org with the subject 'Fundraising & Communications Internship Application – *APPLICANT NAME*'.

The next stage of the application process is a Zoom interview. Two referees are required as a condition of accepting the internship.

Applications close **23:59pm April 30th 2021**

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