

Donor Engagement Intern

[Convergence Center for Policy Resolution](#)

Remote, January to May 2026

Convergence, a nonprofit dedicated to bridging divides and solving complex public issues, is seeking a motivated **Donor Engagement Intern** with a strong work ethic, a passion for collaborative problem-solving, and an interest in philanthropy and nonprofits.

What You'll Gain

- Hands-on experience in donor relationship-building and stewardship, grounded in the psychology of giving and meaningful engagement
- Data-driven development skills, including donor segmentation, pipeline management, and best practices to inform strategy
- A deeper understanding of how to foster a culture of philanthropy across internal teams and external partners
- Strengthened writing and communication skills, especially in crafting donor outreach, acknowledgments, and impact storytelling
- Exposure to CRM management, strategic planning, and campaign execution
- Collaborative problem-solving skills through reading [From Conflict to Convergence](#) and taking [Convergence Compass](#) (a \$299 value), our online program teaching practical strategies for dialogue and collaboration
- Experience in a positive, engaging internship environment that emphasizes clear communication, trust, and collaboration, and encourages interns to provide fresh ideas and feedback

What You'll Do

Note: Duties may vary based on team priorities and project assignments.

- Support individual giving efforts (annual fund, recurring donors, mid-level, and major gifts) through prospect research, tailored communications, and donor research
- Assist with planning and executing fundraising campaigns, including segmentation, donor messaging, scheduling outreach, and tracking progress toward goals
- Draft, edit, and format donor communications (acknowledgments, appeals, impact updates, and personalized outreach) that reflect donor motivations and advance relationship-building
- Prepare research and briefing materials for senior leadership and board members to support donor and partner meetings
- Maintain accurate donor and prospect data in Bloomerang, ensuring organized records that strengthen pipeline tracking and strategic decision-making

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- Support donor engagement activities and development operations, including event preparation, internal resource organization, and monitoring sector trends to inform strategy

Internship Details

- **Location:** Remote
- **Hours:** ~15 hours/week, flexible schedule (Mon–Fri, 9–5)
- **Timeframe:** January–May 2026, with potential to extend into summer
- **Eligibility:** Undergraduate or graduate students; unpaid (students are encouraged to seek credit or stipends through their school)

Qualifications and Education

- Has a passion for social impact and an interest in philanthropy, nonprofit communications, and stakeholder engagement
- Strong writing, research, and grammar skills, with the ability to communicate complex information clearly
- Experience or interest in database management (spreadsheets, cloud-based tracking systems, etc.)
- Flexible, proactive, and able to manage multiple tasks and deadlines independently and in a remote team
- Excellent interpersonal skills and emotional intelligence
- Comfortable with remote collaboration tools (Slack, Asana, Microsoft 365)

To Apply

Please **submit your application as soon as possible**; the final deadline is Monday, November 24, 2025.

Send a resume, cover letter, and brief writing sample to jobs@convergencepolicy.org with the subject line “Spring 2026 Donor Engagement Intern.” **In your cover letter, please indicate what you hope to gain from this internship and why.**