

Fundraising Internship - 2019

Background :

The Geneva Infant Feeding Association (GIFA) is an organization established in 1979 as the first office of the International Baby Food Action Network (IBFAN). Acting as international liaison office for the Network, GIFA advocates primarily with UN treaty bodies and represents IBFAN at relevant international meetings on human rights and public health (CEDAW, CESCR, Human Rights Council). GIFA also provides technical support for IBFAN's important advocacy at the World Health Assembly for effective resolutions.

IBFAN-GIFA works for a just and healthy society, where every child enjoys the highest standard of health, where breastfeeding is protected, promoted and supported as well as where women and families are empowered to provide optimal care and adequate food for their children, free from commercial pressure. Because of this, IBFAN has a strict funding policy and does not seek or accept funds, donations, gifts or sponsorship from manufacturers or distributors (or their trusts or foundations) of infant and young child feeding and related products.

To assist its team, IBFAN-GIFA is recruiting an intern for a remunerated internship, starting in July 2019, under the supervision of the Programme Officer.

Location: Geneva, Switzerland

Duration: To be determined (between 3 and 6 months)

Work-time: 50%-60%

Starting date: 8 July 2019

Remuneration: yes, commensurate with the work-time.

What we offer:

The opportunity to gain substantial knowledge and practical experience in supporting fundraising in the non-profit sector, better understanding the current challenges that numerous organizations face in this regard. The intern will also increase his/her knowledge on the politics linked with infant and young child feeding, corporate accountability and global health governance, while working in a small but dynamic team.

Tasks and responsibilities:

- Assist in developing project concept notes for fundraising applications
- Provide support in compiling fundraising applications and contacting potential donors
- Use the internet and other resources to conduct research on potential donors
- Create an Excel database of potential donors
- Supporting staff with increasing public awareness (through website and social media), as required

Competences:

- Previous fundraising experience and/or relevant experience in the non-profit sector
- University degree, preferably in political science, international/development and social sciences, management or finance;
- Excellent writing and editing skills;
- Good IT skills – experience of MS Office
- Excellent written and spoken English; good command of French (desirable);
- Proactive personality;
- Sense of responsibility and time management;
- Ability to work in a team.

Please note that candidates should ideally hold a work or residence permit for Switzerland.

Application process:

Applications (including CV and letter of motivation) should be sent to fedora.bernard@gifa.org before **24 June 2019**. Please specify in the subject of your message ***Fundraising Internship Application: your name***.

We thank candidates for their interest. Only applicants selected for an interview will be contacted.