



**Santa Cruz Free Clinic
Nonprofit Finance Training Program**

“Welcome to the landing page for the nonprofit finance program! We appreciate the time and effort you put in already. We hope that you share the same goals as our team, and decide to join us in our efforts to help our neighbors in need.

-SCFC Finance Team

Responsibilities

- On-time and accurate coordination and communication with clinic teams in an effort to reach our weekly and monthly goals.
 - Weekly meetings in addition to meetings for other projects you may be working on collaboratively (Operations, PR, or Legal)
 - A monthly meeting with entire Santa Cruz Free Clinic team
- Complete tasks assigned by Finance Officers and/or Directors.
 - Since we’re coming out of the development stage, the Finance Team has chosen to make our future growth as an organization a highlight. Tasks that are likely to be assigned are:
 - 5 year development models based on expected income, expenditures, donor turnover, etc to validate economic feasibility of current and new project and programming
 - Identify and execute investment options to fund and protect project and advocacy interests of the organization
 - Research grants available to SCFC as a 501(c)(3) nonprofit organization.
 - Apply for and iteratively improve grant applications
 - Identify novel market entry points that supplement conventional nonprofit revenue streams
 - Develop lean startup plans for supplemental income market ventures
 - Iterative development of these models through field testing
 - Budget for events and programs put on by the organization, requiring collaboration with the Operations Team.
 - Create and file forms, reports, and presentations for various occasions including, monthly updates, grant presentations, and other meetings that may come up over the course of your internship.
 - A reference to those presentations can be found [here](#)

Internship Coordinator : finance@scfreeclinic.org

It's difficult to set a timeline for the SCFC Finance internship, since we'll be working entirely in collaboration with other teams in the nonprofit. Thus, we will meet regularly to keep ourselves as updated as we can.

Recently, SCFC has been working hard to launch projects that reach more of the Santa Cruz community. We hope that you join us to help fight health disparities one step at a time.