

FY24 Annual Giving - Student Philanthropy Intern

Fall 2023 and Spring 2024
Max six (6) hours per week
Hourly pay - \$10.75

Description: The Annual Giving Student Philanthropy Intern works with the full Annual Giving team to raise student awareness of how philanthropy benefits OWU and encourages students to become OWU donors. The selected candidate will help prepare for student philanthropy events, assist with senior class events, assist in raising support for OWU, and engage with students.

Examples of assignments:

- Assist with student philanthropy awareness through events, communication, and informational pieces
- Assist with events specifically for the Class of 2024
- Create and update student resources such as the senior class giving webpage and help to develop content for their Instagram account
- Using the Campaign Monitor online email platform, develop messaging and layout for emails and e-newsletters to students
- Generate ideas and draft text/graphics for social media posts related to student philanthropy and the senior class
- Partner with the Annual Giving Signature Programs student intern to incorporate student engagement and philanthropy into Ohio Wesleyan's annual We Are OWU day of giving.
- Manage data using various software, including our volunteer management system, ThankView video sharing platform, and Raiser's Edge.
- Support reunion outreach, including "Throwback Thursday" emails, save-the-date postcards, fundraising letters, and more
- Generate ideas and draft text/graphics for social media posts related to fundraising initiatives
- Handle special projects, assist with Annual Giving and Advancement events, and other duties as assigned

Required skills:

- Quick learner comfortable with navigating digital platforms
- Strategic and Creative thinking; strong problem solving experience;
- Comfortable engaging with peers via multiple mediums, including in person, phone and video

- Legible handwriting; strong verbal skills
- Willingness to promote Ohio Wesleyan University's mission, including DEI&B, willingness to support Annual Giving objectives and goals.
- Understanding of and respect for confidentiality
- Advocate of school spirit/fun, change, and bravado

Career applications:

- Fundraising
- Event coordination
- Communications and marketing
- Graphic design
- Data management

Unique responsibilities:

The Annual Giving Student Philanthropy Intern has unique access to OWU's students. The Student Philanthropy Intern will assist in bringing awareness to the student body about how philanthropy at OWU directly benefits them and their experiences, and impacts those to follow. A large piece of the role will focus on providing memorable experiences for the members of the graduating class under the guidance of staff in Annual Giving and Alumni Engagement, and encouraging participation in Senior Class Gift. The selected candidate will be introduced to several platforms used to engage students and will aid in related data management as well.