



24th January 2013

Position: Fundraising Intern, Digital Unite Trust

Hours: negotiable

Salary: voluntary role; reasonable travel expenses will be paid

Location: flexible

Closing date for applications: **5.00 p.m. on Wednesday 6th February 2013.**

Interviews will be held in London week commencing 25th February 2013.

Please note expenses to attend interviews are not reimbursed by the Trust.

About the role

The Digital Unite Trust is seeking a dynamic and values-driven Intern to help grow its impact and influence. In return, you'll have the opportunity to gain valuable and broad experience in the management of a new and ambitious national charity, to develop new business skills, and to receive mentoring support.

Digital Unite Trust aims to make digital skills attractive and accessible to all. Established in autumn 2011, it has a particular interest in supporting older people and other digitally disenfranchised groups to use technology.

The Fundraising Intern will support the Trustees of Digital Unite Trust (DUT) and the Chief Executive Emma Solomon, by:

- researching new funding opportunities

- developing a fundraising plan for the organisation
- researching and writing bids to grant-making bodies
- developing new partnerships, especially with commercial organisations, and putting together proposals

We are seeking someone with the following attributes:

- excellent written and verbal communication skills
- able to present arguments persuasively
- good numeracy skills and ability to present figures clearly
- good networking skills and ability to develop good relationships with partner organisations
- good understanding of fundraising and the challenges faced by DUT
- strong commitment to digital and social inclusion
- a self-starter who can work well independently and is highly motivated

We offer:

- a full induction
- monthly mentoring sessions
- travel expenses where appropriate
- a friendly environment in which to learn about working for a national charity

For further information about the Digital Unite Trust, see the Digital Unite website for more information: <http://digitalunite.com/digital-unite-trust>.

To apply, please send your CV and covering letter or email to Emma Solomon at emma.solomon@digitalunite.com **by 5.00 p.m. on Wednesday 6th February 2013.**