



The Summer 2021 WFBoston Internship Program

At this time, applications for the Summer 2021 WFBoston Internship Program are closed. We appreciate your interest and encourage you to keep an eye out for future opportunities.

The Women's Foundation of Boston provides educational internship opportunities to college students with demonstrated interest in non-profit work and a commitment to the economic empowerment of Boston women and girls. Our interns learn and participate meaningfully in the foundation's mission, including areas like:

- Communications and Marketing
- Research and Data Management
- Grant Writing
- Partner Relations and Outreach
- Fundraising and Events

An internship with WFBoston provides college students the opportunity to engage with our mission directly and to learn from our expansive network of leaders and partner organizations. Because every intern brings something unique and powerful to the table, no two internships are alike. We curate experiences to best match the skills and interests of our interns, who spend 9 to 10 weeks over the summer honing their talent through hands-on experiential learning and interaction with our staff and our broader network. Internships are unpaid but can provide academic credit if desired.

Dates and Hours

The Summer 2021 WFBoston Internship Program will run from June 1 to July 30. While we prefer for our interns to be available for the entire duration, exceptions may be made on an individual basis. Hours vary but on average 20-30 per week. While most internships will be done remotely, interns spend Tuesdays together at the WFBoston office for meetings and professional development.

Professional Development

At the Women's Foundation of Boston, we prioritize the development of our interns through engaging projects, mentorship, learning opportunities, and networking. Each intern is matched with a supervisor who provides guidance and support within their focus area, and can help provide our interns with greater insight into the nonprofit industry. Interns also meet weekly as a cohort to engage in lunch & learn dialogues and our speakers series, where they connect with women leading the fight for economic empowerment.

Qualifications

The Women's Foundation of Boston is an ideal match for undergraduate and graduate students in the Greater Boston and Massachusetts area who:

- Think critically and commit boldly to empowering women and girls
- Are able to engage independently and as part of a team
- Have strong organizational skills, keen attention to detail, and problem-solving ability
- Demonstrate strong oral and written communication skills
- Possess proficiency in technology skills, including Google Suite
- Experience utilizing Salesforce a plus
- Can juggle competing deadlines, demonstrate self-discipline, and have time management skills necessary to contribute to multiple projects
- Are energetic and enthusiastic about the foundation's mission

Internship Credit

While our internships are unpaid, we do strongly encourage our interns to apply for academic credit, if possible. The foundation is committed to supporting interns in fulfilling internship, practicum, or independent learning requirements, so that they can secure academic credit and/or funding (such as work study or fellowship funding). This internship offers an excellent opportunity to work on substantive projects and learn the inner workings of a women-led-and-run nonprofit.

Application Process

The WFBoston Internship Program is highly selective and structured to maximize each intern's experience. In order to provide the highest quality support and most impactful opportunities, we keep our cohorts small: 6 interns or less. To be considered, you'll need to submit a resumé and cover letter by May 1, 2021.