

**Pediatric AIDS Chicago Prevention Initiative**  
**Position Announcement**  
**Nonprofit Fundraising and Communications Internship**

PACPI is a nonprofit organization that works to eliminate deaths from pediatric AIDS and to reduce transmission of HIV from mothers to their children. Our *Safety Net of Prevention* includes the Perinatal Enhanced Case Management Program, the Illinois 24/7 Perinatal HIV Hotline, HIV-specific prenatal classes, Rapid Testing support to Illinois hospitals, and more.

PACPI is looking for energetic and creative interns interested in using their skills and education in the nonprofit sector. PACPI is looking for individuals with a combination of experience in the areas of fundraising, nonprofit communications and marketing, grant research, copyediting, creative writing, social media copy and analytics, donor software, public relations, event planning, photography, and/or design.

Interns will work on special projects such as: writing and editing for annual campaigns; creating event materials; grant research and proposal editing; gathering and disseminating program updates; or special photography projects. PACPI will work with the right candidate to establish goals that best fit the skills of the candidates and the needs of the organization for the internship period.

**Qualifications:**

- Student candidates must be currently enrolled in an undergraduate or graduate program and must have completed at least one year of undergraduate study by the start of the internship. Students seeking credit must possess a minimum GPA of 2.5.
- Interns must be eligible to work in the United States.
- Strong oral and written communications skills, and be able to work effectively and build relationships with others.
- Must have organization and planning skills, and be able to demonstrate effective project coordination, facilitation, and implementation based on past work or school experiences.
- Previous volunteer experience and Spanish language skills are a plus.

**Please Note:**

- ❖ This is a volunteer (unpaid) internship.
- ❖ Whenever possible we will work with interns to help meet requirements for college credit.
- ❖ Internships must include but will not focus on administrative duties and will provide valuable experience in a nonprofit office environment.

**To Apply:**

Send resume and cover letter including reason for interest in the position and any recent applicable courses and experience to [stephanie@pacpi.org](mailto:stephanie@pacpi.org).