



Non-Profit Management Internship

Founded in 1874, the Morris Animal Refuge (MAR) is America's First Animal Shelter. We are committed to adoption, education, and high-quality care. MAR provides care for a wide range of animals, from those ready for placement in a new home to those exhibiting behavioral or medical issues that aren't able to immediately be placed. We are committed to reducing unnecessary euthanasia and ensuring that every animal that enters our care is given a chance at a loving home. Our hard work has paid off -- and today we are happy to report that we have a 97% Save Rate!

MAR is seeking compassionate and well-rounded interns who are looking to make a difference as advocates for animal welfare. Because MAR is a small shelter, interns will have the opportunity to be heavily involved in day-to-day operations and special projects.

Internships are available in the fields of Development/Marketing, Animal Care/Behavior, and Non-Profit Management. MAR is located at 1242 Lombard St. in Philadelphia. Housing and transportation are the responsibility of the intern.

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Responsibilities and Opportunities may include:

- Spearheading special shelter projects such as following up with recently adopted animals, running/planning events, or recruiting/interacting with volunteers
- Following up and interacting with donors
- Researching and writing grants
- Entering online and mailed in donations and sending thank you letters or emails to donors
- Assisting with inventory management and optimizing use of shelter space
- Learning first hand all that goes into managing a non-profit animal shelter
- Each day will vary based on specific projects or campaigns running at the time and individual staff availability

- We strongly encourage accepted applicants to be creative and share input on your individual passions. This is a fluid internship that we hope will be mutually beneficial.

Eligibility and Requirements:

- 18+ years of age
- Willingness to learn and ask questions
- Enthusiasm and a positive attitude
- Ability to communicate and work as part of a team
- Ability to perform physical work (for events)
- Previous animal care, event, or fundraising experience is a plus, but not required
- Ability to travel to and from Philadelphia several times over the summer. Most of the internship will be completed remotely, but opportunities to assist in person may arise.
- Access to a computer, laptop, or tablet

Next Steps

Email your resume, cover letter, availability, and two references to Sarah Meding, Development Assistant, at smeding@morrisanimalrefuge.org. Please reach out with any additional questions!