

FUNDRAISING / SPECIAL EVENTS INTERN DESCRIPTION

Organization:

SPLORE is a non-profit organization that provides life-changing outdoor recreation experiences to children and adults with disabilities and special needs. SPLORE has been part of the Wasatch Front community for 30 years and annually serves more than 1,500 people with physical, cognitive, emotional and developmental disabilities. SPLORE's accessible adventures include white water rafting, canoeing, rock climbing, cross-country skiing and community-based outdoor recreation services. SPLORE is funded through a combination of grants, corporate donations, individual donations, and fundraising events.

Internship Position

SPLORE Fundraising and Special Events Internship

Dates

- 2007 Summer Semester

AND/ OR

- 2007 Fall Semester

** Can be same person or different people for both Semesters.

Stipend

- Negotiable depending on experience and number of hours

Location

SPLORE, 880 E. 3375 S., Salt Lake City, UT 84106

Contact Person

Janette Schimpf, Director of Development (janettes@splore.org), or
Heather Whitesides, Development Coordinator (heather@splore.org)
Phone: 484-4128 x 3, Fax: 484-4177

Description

You will be responsible for assisting with special event fundraisers, specifically our Harvest Moon Benefit Auction.

Responsibilities

- Soliciting auction item donations for Harvest Moon Benefit Auction in September
- Tracking donations with our Auctionpay software
- Producing collateral materials for auction
- Other duties as assigned