



FAR DEVELOPMENT & MARKETING INTERN

Reporting to: Laura Boyajian, FAR Development Manager

Location: NYC or Washington D.C. (In Person Preferred but Remote/Hybrid Available)

Dates: Approximately June 1 to August 14th

ABOUT FAR

Fund for Armenian Relief (FAR) is a humanitarian organization dedicated to empowering the people of Armenia through sustainable programs in education, health, economic development, child protection, and social services. FAR works with partners across Armenia and the diaspora to build long term solutions that strengthen communities.

INTERNSHIP OVERVIEW

FAR is seeking a creative, organized, and mission driven college students to support our Development and Communications team. This internship offers hands-on experience in fundraising strategy, nonprofit marketing, digital communications, and community engagement.

The intern will contribute to real projects that support donor outreach, social media growth, youth engagement, and event planning. This role is ideal for a student interested in nonprofit development, marketing, public relations, or diaspora engagement who wants practical experience and mentorship in a small but dynamic team.

INTERNSHIP OVERVIEW

Development & Fundraising Support

- Assist with donor research and prospect identification
- Support peer to peer fundraising initiatives
- Research corporate sponsorship and partnership opportunities
- Help with administrative support related to the Children of Armenia Sponsorship Program (CASP)
- Assist in tracking donor and outreach data

Communications & Marketing

- Help manage FAR's content calendar across email and social media
- Draft social media captions, stories, posts, and short form written content
- Assist in drafting email newsletters and campaign messaging
- Gather and organize photos, videos, testimonials, and program updates
- Track and analyze social media engagement metrics

- Identify strategies to increase engagement and follower growth
- Support Substack and blog content development

Development & Fundraising Support

- Assist with planning and execution of FAR events
- Attend community events when appropriate
- Support outreach to Armenian Student Associations and youth groups
- Help develop youth focused volunteer engagement strategies

IDEAL CANDIDATE WILL HAVE

- Currently pursuing a degree in Marketing, Communications, Public Relations, Journalism, Business, Nonprofit Management, International Relations, Political Science, or a related field
- Strong writing and copywriting skills for social media, email, and web content
- Interest in nonprofit development, marketing, communications, or public relations
- Comfort with Instagram, Facebook, LinkedIn, and basic analytics tools
- Experience managing or contributing to a content calendar and scheduling social media posts
- Proficiency in Canva and basic graphic design principles
- Ability to track and interpret social media engagement metrics
- Basic proficiency in Excel or Google Sheets for data tracking
- Strong organizational skills with the ability to manage multiple projects and deadlines
- Creative thinking, initiative, and passion for Armenian issues and diaspora engagement
- Armenian or Russian language skills are a plus but not required

WHAT THE INTERN WILL GAIN

- Hands on experience in nonprofit fundraising and digital marketing
- Exposure to real campaign strategy and analytics
- Mentorship from FAR's development team
- Opportunity to build a portfolio of writing and marketing work
- Experience in diaspora and international development engagement

INTERNSHIP DETAILS

- This is a part-time, unpaid summer internship with a standard schedule of 9:00 AM to 5:00 PM, Monday through Thursday
- Intern will be invited to join team meetings and will receive mentorship from FAR's development team
- Ideal for students seeking course credit or experience in the nonprofit sector
- Interns must have a laptop available for use