



Princeton
Internships in
Civic
Service

PICS 2010 Internship Description

Organization Name: The Resource Foundation, Inc.

Internship Location: 237 West 35th Street, Suite 1203, new York, NY 10001

Required Dates: Yes No X If yes, internship must start on: _____ and
end on _____ or must include the period:

Housing Will Be Available to Intern: Yes No If yes, housing will be free: or
housing will cost the student:

Expected working schedule for this internship: Our normal workweek is Monday through
Friday, from 9:00am to 5:00pm

Start Time: 9:00am End Time: 5:00pm
Lunch break: 45 minutes (duration) (specific time, if applicable)

(Please indicate if any of the preparation work will take place outside of the regular work schedule)

Organization Description

Please describe your organization briefly, including mission statement, activities, size etc. Please also explain the benefit that will be derived by your organization by sponsoring a Princeton intern.

The Resource Foundation, a (501)(c3) tax exempt organization, is a leader in philanthropic giving to Latin America and the Caribbean. It partners with corporate, foundations, and individual donors, as well as experienced NGO's in 25 countries to increase opportunities and improve living standards for the regions disadvantaged. It has been given Charity Navigator's 4-Star rating (their highest) over the past two years in recognition of its careful administration of its funds. More information is available in its newly updated website: www.resourcefnd.org

The Resource Foundation is privileged to have had four prior interns, each of which has left their "Stamp" on the organization.

Internship Description

Describe in detail the work or project will do; please be as specific as possible. Please also explain the benefit that a student will obtain by interning with your organization.

Princeton Internships in Civic Service is administered by the
Princeton University Class of 1969 Community Service Fund.

12 Stockton Street
Princeton, NJ 08540
609-921-7948, pics@69csf.org, www.69csf.org



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The Resource Foundation has a core staff made of six persons, each of which has a specific talent and manner of making an input to the overall impact of the organization. That having been said, all of the staff must be prepared to do whatever is required at a particular moment. The same will be true for the intern, as s/he will be asked to do research, proposal writing, contact agencies in Latin America, translations, etc. whatever is on our plate at that particular moment.

Intern Qualifications

Describe any particular skills, background, or qualities you are seeking in an intern.

We look for a person who likes to interact with a small group, who is personable, flexible and outgoing. We look for a person who has at least some solid Spanish communications skills, and possible Portuguese. Some international travel is also an asset. We need someone who is computer qualified at all levels.

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