



Empowering Youth to End Domestic Violence

Intern

Looking to start a career in nonprofits, PR or special events? Want to help change the world? Break the Cycle is seeking interns to join our team of energetic professionals committed to social change! Break the Cycle is a national nonprofit that works with youth to end domestic violence.

This is no filing job! Gain hands-on experience that is PRACTICAL and looks great on your resume! Break the Cycle interns gain significant experience with a national non-profit organization – building skills that can be applied to careers in both the non-profit and corporate sectors. In addition to providing valuable experience, we offer a casual, friendly work environment where interns are encouraged to contribute and learn.

Development & Communication Intern:

Development & Communications Interns will work with our development team, providing support in the areas of fundraising, events and communications. Responsibilities may include:

- Designing and implementing toolkits, printed solicitations and e-mail campaigns to fundraise and “friend-raise” for Break the Cycle.
- Researching and profiling foundation and corporate donor prospects.
- Developing and drafting grant applications and proposals.
- Assisting with production of Break the Cycle’s annual Savor the Season food and wine event including solicitation and logistics.
- Assisting with other fundraising and community relations efforts including Break the Cycle’s Volunteer Program, press kit development, data entry and drafting articles for our website and/or newsletters.

Programs Intern:

The Program Interns provide support to our staff in the delivery of direct services to youth ages 12 to 24. Interns will receive training on domestic and dating violence, Break the Cycle’s services, and other relevant areas. Responsibilities may include:

- Drafting and updating educational materials, assisting with original research
- Responding to calls and emails from people seeking help and information
- Working on Break the Cycle’s youth peer leadership initiatives
- Creating and updating a listing of nation-wide referrals for victims of domestic and dating violence
- Assisting with outreach and other administrative support for Break the Cycle’s educational and programmatic goals

How to Get Started:

This is an **unpaid internship** program. Undergraduate, graduate and law students are welcome to apply. Applications accepted on a rolling basis. Interested candidates should email, fax or mail a cover letter and résumé to:

Break the Cycle Internship Program
5200 W. Century Blvd., Suite 300
Los Angeles, CA 90045
F: 310.286.3386 | Email: la.intern@breakthecycle.org

Intern should commit 8-10 hours per week, minimum one school term. For more information on Break the Cycle, visit www.breakthecycle.org.