



Event Research Intern *Volunteer Position Description*

Purpose:	Research current and potential sponsors and fundraising events for the Financial Development Department.
Description of Duties:	<ul style="list-style-type: none">○ Online and telephone research of companies○ Research Red Cross Chapters and other nonprofit events○ Create and administer database of research priorities○ Input information into database○ General office duties as assigned
Qualifications:	<ul style="list-style-type: none">○ Internet research experience○ Flexibility, excellent communication and interpersonal skills○ Ability to work independently
Time Commitment:	TBD (by your course curriculum)
Orientation/Training:	Project oversight and management
Benefits to Volunteer:	<ul style="list-style-type: none">○ Learn vital research skills for any marketing or development professional○ Real world experience in a fun and fast paced work environment○ Work for an internationally-respected organization
Location:	Chapter
Supervisors:	Development Officer
Please contact:	Department of Human Resources and Volunteers 410-624-2024 Volunteers@arc-cmc.org American Red Cross Central Maryland Chapter 4800 Mt. Hope Drive Baltimore, MD 21215 www.redcross-cmd.org

The mission of the American Red Cross is to provide relief to victims of disasters and help people prevent, prepare for, and respond to emergencies.