Describe the internship assignment:

Swift Foundation is a private family foundation that provides grants and investment capital to promote biological and cultural diversity with a focus on land stewards and agroecology. Our mission is to support “land stewards and their allies who are dedicated to protecting biological and cultural diversity, building resilience amidst climate change and restoring the health and dignity of communities globally.” Swift funds in the following geographic areas: Northwest British Columbia, Canada; the Andes-Amazon Regions of Peru, Columbia and Ecuador, in Africa on a regional basis. The foundation is a partner in a number of international initiatives including: the International Fund for Amplifying Agro-Ecological Solutions. Learn more about us at: www.swiftfoundation.org.

There are two possible internship opportunities with Swift each with a different emphasis and skill level. I expect to be able to manage one to two interns per quarter. Preference will be given to students interested in a two-quarter commitment, as it will yield a more fruitful learning opportunity. The Swift Foundation operates on a virtual basis and in-person meetings will likely occur on Fridays and via telephone, skype and email.

**Communications & Social Media Intern**

Review and summarize key accomplishments and activities of Swift grantee-partners for sharing on our website and in a grantee partner newsletter. Identify case studies and resources related to agroecology, seed biodiversity and land grabs available on the web and critical to our grantees for inclusion in newsletter. Also, on occasion help Managing Director with other time sensitive tasks as needed. If time, help Swift think about how we can better communicate the accomplishments of our grantees on our website through improved links on the website via photos, blogs, twitter etc. Outputs: Create 10 blog posts for Swift website and 3 newsletters for grantees.

Prerequisites:
- Strong writing and communications skills.
- Familiarity with principles of sustainable agriculture, community development and partnership-based development models.
- Ability to read and synthesize information quickly and succinctly.
- Initiative and independence in working style. Familiarity with blog posting, web sites, and social media.
- Ability to synthesize large amounts of information quickly.
Grantee-Partner Intern

This internship will provide an opportunity to work with ten partners (grassroots, international and intermediaries) that are major partners with the Swift Foundation. Intern will learn more about international institutions in a variety of fields working on biological and cultural diversity (e.g. legal advocacy, grassroots, Indigenous Peoples, and agroecology). The focus of this particular internship is on documenting, evaluating and strengthening the grantee-partner’s organizational development status and goals through an on-line survey, phone calls and review of existing proposals and reports. Background reading and information will be provided.

Read, review and compile report data from grants database to develop a set of organizational development indicators and suggest improvements. Develop on-line organizational development survey for ten partners to help identify areas of strength and challenge using SurveyMonkey or equivalent web-based software. Analyze survey data to identify common points of interest and areas for further capacity development. Outputs: Survey, data analysis and two short (3 to 5 page) summary reports of findings for Managing Director.

Prerequisites:

- Strong writing and analytic skills.
- Familiarity with principles of sustainable agriculture, community development and partnership-based development models.
- Ability to read and synthesize information quickly and succinctly.
- Initiative and independence in working style.
- Familiarity with data survey methodology, questionnaire development, organizational development, and working with excel spreadsheets.
- Strong interest in organizational development, ability to research, and good communication skills.