

Position: NECEC Development Spring Intern 2022

Duration: 12 weeks

Schedule: 20 hours/week

Location: Boston, MA or virtual

Reports to: VP Innovation & Partnerships

Start Date: January

Position Overview

NECEC is seeking support for a strategic planning effort to evaluate and screen potential new philanthropic and corporate funders as part of a funding campaign. This effort includes research of existing and potential funders to investigate alignment of priorities and implementation of an outreach campaign.

Responsibilities: Support the development of a pipeline of screened potential philanthropic and corporate funders, including

- Project management
- Evaluation of current funders
- Map strategic priorities
- Screening potential funders based on criteria
- Preparing reports and presentations
- Preparing internal and external meetings
- Other tasks as assigned by the VP Innovation & Partnerships

Qualifications:

- Qualified candidates should:
 - Have strong written and oral communications skills
 - Demonstrate strong analytical capabilities
 - Be able to work independently, with initial guidance
 - Be flexible
 - Be able to tackle multiple assignments simultaneously
 - Pay close attention to detail
- Have enthusiasm for NECEC's mission
- Have strong written and oral communications skills
- Must meet the eligibility of the Massachusetts Clean Energy Center's Internship Program

To apply, please submit a resume and cover letter, writing sample and two references, addressed to Alistair Pim, VP Innovation & Partnerships, apim@necec.org with the subject line "Application for NECEC Development Fall Internship."

About NECEC

NECEC (Northeast Clean Energy Council & NECEC Institute) is the premier voice of businesses building a world-class clean energy hub in the Northeast, helping clean energy companies start, scale and succeed with our unique business, innovation and policy leadership. NECEC includes the Northeast Clean Energy Council (a nonprofit business member organization), and NECEC Institute (a nonprofit focused on industry research, innovation, policy development and communications initiatives). NECEC brings together business leaders and key stakeholders to engage in influential policy discussions and business initiatives while building connections that propel the clean energy industry forward.

As an Equal Opportunity Employer, NECEC does not discriminate on the basis of race, color, religion, sex, pregnancy status, marital status, national origin, disability, age, sexual orientation, veteran status, genetic information, gender identity, gender expression, or any other factor prohibited by law. Our management team is dedicated to this policy with respect to recruitment, hiring, placement, promotion, transfer, training, compensation, benefits, employee activities and general treatment during employment.