



PROUDLY SUPPORTING

Bethesda Hospitals | Fernside | Hospice of Cincinnati

Bethesda Foundation Summer Intern

The Bethesda Foundation is seeking qualified candidates for a **Summer Intern**. This position reports to the Director of Development of the Bethesda Foundation and provides direct support for communications and donor engagement strategies, as well as, Foundation special events, that benefit, Bethesda Hospitals, Hospice of Cincinnati & Fernside— all part of the TriHealth system.

Essential Duties and Responsibilities:

- Work with Foundation team to support strategic initiatives of Engagement, Annual Giving, Stewardship and donor database integrity.
- Provide direct support to Foundation events to provide superior donor/guest experience.
- Provide support to Foundation events by securing community level donations.
- Facilitate donor thank you/stewardship touches.
- Perform general fundraising duties as assigned.

The ideal candidate:

- Have a desire to learn and work in a non profit organization.
- Must be self-motivated and able to work independently.
- Will possess strong organizational skills and the ability to multi-task and meet deadlines in a timely manner.
- Demonstrates superior electronic media, written and verbal communication skills.
- Demonstrates enthusiasm and professionalism in their desire to excel in a not-for-profit environment.

The Bethesda Foundation serves as the fundraising arm of Bethesda North Hospital, Bethesda Butler County Hospital, Hospice of Cincinnati, and Fernside: A Center for Grieving Children. The Bethesda Foundation secures philanthropic resources and administers grants in support of indigent care, medical education and research, patient services, facilities and community outreach programs provided by Bethesda Hospital and its related entities.

All interested candidates should apply by April 3rd. Please send your resume to Kristen Sellan at kristen_sellan@trihealth.com.