

**A sampling of *Development & Fundraising*  
field placements available through  
*The Philadelphia Center:***

**Arden Theatre Company; Development Intern:** The Arden Theatre Company is a full-service professional regional theatre, offering the highest quality theatrical and educational productions and programs to the artists, audiences and students of the greater Philadelphia region. Founded in 1988, the Arden is a dynamic and successful theatre company with strong ties to the community and a reputation for artistic excellence, educational innovation and fiscal responsibility. The Arden is dedicated to bringing to life the greatest stories by the greatest storytellers of all time, and draws from any source that is inherently dramatic and theatrical - fiction, nonfiction, poetry, music and drama. The Arden presents programs for the diverse greater Philadelphia community that arouse, provoke, illuminate and inspire. Development Intern will assist development staff in all areas of fundraising from grant writing and special events planning to sponsorship and board relations, and more.

**Bread and Roses Community Fund; Grants Program Assistant:** Bread and Roses Community Fund is a unique partnership of donors and activists committed to supporting social change in the Delaware Valley. A public foundation, Bread and Roses has distributed nearly \$6 million to groups working for access to health care; economic justice; a clean, safe environment; civil and human rights; peace; and other issues. In addition, Bread and Roses provides services to grantees and donors. The Grants Program Assistant will assist Grants Program Coordinator in various aspects of administering the grant making process -- both for the general fund and the Phoebus Criminal Justice Initiative. Responsibilities include disseminating information, evaluating grant proposals, coordinating site visits and other support.

**Energy Coordinating Agency; Development Intern:** The Energy Coordinating Agency of Philadelphia (ECA) ensures that low-income households have access to safe, affordable, and reliable sources of energy and water. Working with an 82 member staff, we provide more than 60,000 counseling, education, and repair services each year, including bill payment assistance, and conservation treatments. ECA has recently launched a capital campaign to finance rehabilitation of its Energy Conservation Center and to meet the growing demand for energy services. ECA is planning a capital campaign to upgrade the physical plant to meet this challenge. The ECA development department also participates in an annual workplace donation campaign each fall with state and city employees. The intern will assist the Development Director in identifying individuals who are prospective donors to ECA's annual and capital fund raising campaigns. The position will involve developing a plan for an individual donor campaigns through prospect research and screening, and/or workplace presentations. Qualifications: Students with educational backgrounds in either marketing or communications are preferred. A passion for energy issues and the challenge of global warming is a big plus. The intern should possess excellent communications skills both in written composition and in speaking. We also prefer a candidate who is adept in database software.

**Pennsylvania Ballet; Development Intern:** Pennsylvania Ballet, one of the country's leading ballet companies, is seeking an intern for its Development Department. Candidates should be computer literate and able to work easily with Excel and Microsoft Word. We are seeking a hardworking, responsible person with strong personal skills and a willingness to learn. Knowledge of ballet or performing arts is not necessary. Tasks will include some maintenance of our Windows-based fundraising database, assistance with Special Events coordination and general support of department initiatives. Applicants must be available to work at least two days a week, plus a few additional nights and weekends during the season. Length and content of internships can be tailored to fit course requirement needs. Benefits include free performance tickets, participation in special events and activities and the opportunity to work with a creative, energetic and fun team of people.

**Greater Philadelphia Cultural Alliance; Program Assistant:** With a membership of over 260 non-profit arts and culture organizations, the Cultural Alliance advocates for positive public sector, business and foundation policies and funding priorities at the local, state, and federal levels on behalf of its members; conducts the "Campaign for Culture," an umbrella marketing campaign for the cultural industry designed to increase awareness and attendance at Greater Philadelphia Cultural institutions; administers two grant programs to help increase access to funds for organizations and artists in southeastern PA; and, provides services to member organizations designed to help them reduce expenses or increase revenues.

**Philadelphia Orchestra; Development Intern:** Founded in 1900, The Philadelphia Orchestra has distinguished itself as one of the leading orchestras in the world through a century of acclaimed performances, historic international tours, best-selling recordings, and its unprecedented record of innovation in recording technologies and outreach. With only six music directors piloting The Philadelphia Orchestra through its first century, the ensemble has maintained an unparalleled cohesiveness and unity in artistic leadership. This tradition is carried on by Christoph Eschenbach, who began his tenure as the Orchestra's seventh music director in September 2003. In addition to Mr. Eschenbach's appointment, the Orchestra has observed several important milestones in recent years. The Orchestra moved to its new home at The Kimmel Center in December 2001, after celebrating its 100th Anniversary through a series of activities surrounding the year 2000, including the internationally televised gala Birthday Concert on November 16, 2000, and tours of Asia and the US in 2001. A tour in the spring of 2003 took the Orchestra to nine cities in the US, Mexico, and South America. The Philadelphia Orchestra annually touches the lives of more than 1 million music lovers worldwide through its performances (more than 300 concerts and other presentations each year), publications, recordings, and broadcasts. A subscription season is presented in Philadelphia each year from September to May, in addition to education and community partnership programs. Development Intern will assist with all fundraising activities at the Orchestra, including any active campaigns.

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