



Aga Khan Foundation, USA

Donor Research & Social Media Intern

Location: Washington, D.C.

ABOUT AGA KHAN FOUNDATION, USA (AKF USA)

The Aga Khan Foundation USA (AKF USA) is an agency of the Aga Khan Development Network (AKDN), one of the world's leading international development organizations. For nearly 60 years, AKF has worked to tackle the root causes of poverty in some of the most remote and underserved communities across Africa, Asia, and the Middle East. Based in Washington, DC, AKF USA mobilizes resources and builds strategic partnerships with U.S. government agencies, private foundations, corporations, and individuals to support this global mission. Our work spans education, health and nutrition, civil society, food security, climate resilience, and early childhood development. AKDN agencies conduct their programs without regard to faith, origin, or gender.

Internship Overview

AKF USA's Programs & Partnerships and Communications teams are offering a structured learning opportunity for a motivated and curious intern interested in donor research, prospecting, and social media communications. Through this internship, the intern will develop hands-on skills in international development fundraising, digital communications, and partnership-building, while gaining insight into how nonprofit organizations engage donors, foundations, and strategic partners.

This is an unpaid, part-time internship based in Washington, DC office that includes a stipend, with a hybrid work schedule requiring both in-office and remote participation.

Internship Details

- Duration: up to 12 weeks;
- Hours: Maximum of 25 hours per week, not to exceed 300 hours total
- Compensation: a stipend of up to \$3,000 will be provided, dependent on schedule



- Location: Washington, DC
- Reports to: Manager, Marketing Communications, with a dotted line relationship to the Manager, Programs & Partnerships

Learning Outcomes

By the end of this internship, the intern will have:

- Developed practical skills in prospect research, donor profiling, and nonprofit fundraising strategy.
- Gained experience producing digital communications content for a mission-driven international organization.
- Built familiarity with the international development sector, including key funders, trends, and partnership models.
- Strengthened professional writing, research, and project coordination skills applicable across sectors.
- Expanded their professional network within the development and philanthropy community in Washington, DC.

Learning Activities

Donor Research & Prospecting

- Gain hands-on experience using prospect research tools (e.g., Candid/Foundation Directory, DonorSearch, and open-source platforms) to identify and assess funding opportunities across foundations, government agencies, and the private sector.
- Develop strong research and analytical skills by supporting the preparation of donor profiles and concise research briefs to inform outreach, cultivation, and solicitation strategies.
- Learn how partnership pipelines are managed by supporting the maintenance and use of AKF USA's opportunity tracker and partnership databases (e.g., Salesforce or SharePoint).
- Strengthen professional writing skills by contributing to the development of briefing materials for donor meetings and partnership discussions, under supervision.
- Build an understanding of donor segmentation and relationship mapping to support strategic engagement and cultivation priorities.



Social Media & Digital Communications

- Gain practical experience in nonprofit communications by assisting in the development of engaging, mission-aligned content for AKF USA's digital platforms, including LinkedIn, Instagram, Facebook, and X (Twitter).
- Build skills in branding and visual storytelling by drafting sample copy, identifying imagery, and creating simple social media graphics.
- Learn how to use a variety of digital communications tools (Hootsuite, Meta Business Suite, MailChimp, WordPress, Canva, Asana, etc.) to schedule social media posts in alignment with the communications calendar and organizational priorities.
- Develop sector awareness by researching and monitoring relevant conversations, hashtags, events, and peer organizations to inform content strategy and identify engagement opportunities.
- Learn how to translate programmatic impact into compelling digital content that highlights AKF USA's work, partner stories, and fundraising initiatives.
- Gain experience in data-driven communications by learning how performance metrics (engagement, reach, audience growth) are tracked and interpreted.
- Contribute to broader external communications by supporting e-newsletters, donor emails, website updates, and other outreach materials as needed.
- Build an understanding of brand management by helping ensure consistency and alignment across all external-facing communications.

Qualifications

Required

- Currently enrolled in a bachelor's or master's program in international development, communications, public policy, nonprofit management, or a related field.
- Strong research and writing skills, with the ability to synthesize information and communicate it clearly for different audiences.
- Familiarity with social media platforms and an understanding of digital communications best practices.



- Highly organized, detail-oriented, and able to manage multiple tasks with competing deadlines.
- Genuine interest in international development, poverty alleviation, and AKF USA's mission.

Preferred

- Experience with donor research tools or databases (e.g., Candid, DonorSearch, etc.).
- Experience managing or contributing to organizational social media accounts, preferably in a nonprofit or advocacy context.
- Familiarity with graphic design or content creation tools such as Canva, Adobe Express, or similar.
- Knowledge of one or more of AKF's program geographies (Africa, South/Central Asia, Middle East) or thematic areas (Agriculture and Food Security, Climate Resilience, Civil Society, Early Childhood Development, Education, Health and Nutrition, Work and Enterprise).
- Prior internship or volunteer experience with an NGO, foundation, or international organization.

Applications

Interested applicants please submit the following to humanresources.akfusa@akdn.org

with subject line: **Donor Research & Social Media Intern:**

- A resume or CV
- A cover letter (no more than one page) describing your interest in the role and AKF USA's mission
- One writing sample (e.g., a research summary, communications piece, or social media content example)

This position will be based in Washington DC. We thrive in a hybrid setup that blends flexibility with connection.

This position requires authorization to work in the United States.



AGA KHAN FOUNDATION

DONOR RESEARCH & SOCIAL MEDIA INTERN

AKF USA is committed to advancing gender equality and inclusion through our programming and operations in the USA and overseas. AKF USA requires all employees and interns to review and abide by the AKF Gender Equality Policy.

AKF USA recognizes the importance of safeguarding and is committed to ensuring it manages a wide range of risks such that beneficiaries, staff, other associates, and the organization as a whole are kept safe from harm. AKF USA requires all employees, interns and volunteers to review and abide by the AKF Safeguarding Policy.