Impact Global Health Alliance Business Development Intern

Reports to: Executive Director
Compensation: Unpaid
Length of Engagement: at least 8 weeks (flexible start/end dates); May – August for Summer placement
Minimum of 15 hours/week
Location: Remote
Responsibilities: Impact Global Health Alliance , a nonprofit, international health organization, seeks a Business Development intern to work remotely. This intern will work to assist departments across the organization as listed below. The main purpose of this internship is to find new funding sources for Impact Global Health Alliance. Tasks include (but are not limited to):

Primary Responsibility: Build and Advance Funding Pipeline (90%)
The Business Development Intern will play a direct role in expanding Impact Global Health Alliance's funding and partnership pipeline, supporting efforts to grow revenue and scale impact globally.

Pipeline Development & Prospecting

- Identify and qualify new funding opportunities across **individual, foundation, corporate, and institutional donors**, aligned with IGHA's program and Alliance model
- Build and maintain a **prioritized pipeline of prospects**, including estimated giving capacity, alignment, and next steps
- Conduct targeted research to support **new market entry** (e.g., new geographies, sectors, or partner types)

Donor Strategy & Advancement

- Support the Executive Director in **moving prospects through the pipeline**, including preparing briefing materials, outreach drafts, and follow-up strategies
- Draft and refine **donor communications**, including outreach emails, concept notes, and stewardship materials
- Track engagement and recommend **next actions to advance relationships toward funding commitments**

Systems, Data, and Performance Tracking

- Maintain accurate and actionable data in **Salesforce or donor tracking systems**, ensuring all interactions, opportunities, and next steps are clearly documented
- Track key development metrics (e.g., pipeline value, conversion rates, donor retention) and help identify trends and gaps
- Improve systems and processes to increase **efficiency and visibility of fundraising efforts**

Campaigns & Strategic Initiatives

- Support execution of key fundraising initiatives (e.g., **Mom-a-thon, major donor outreach, endowment growth**)
- Assist in planning and coordination of **donor events and engagement opportunities**
- Contribute to testing and refining **new fundraising approaches**, including peer-to-peer and digital strategies

Secondary Responsibilities (10%) Organizational Support

- Provide targeted administrative and coordination support to ensure timely execution of development priorities
- Assist with cross-team projects that contribute to organizational growth and partner success

Professional Development

- Engage in structured learning on **community-based global health (CBIO/CBIO+), fundraising strategy, and nonprofit leadership**

- Participate in relevant external events (e.g., **NC Global Health Alliance**) and internal strategy discussions when appropriate

Qualifications:

- College student, graduate student or college graduate
- Internet and Microsoft Office experience and skills required
- Detail oriented with interest in behind-the-scenes work carried out at nonprofits
- Interest in international development and/or public health
- A results-oriented person who is able to work independently
- Enthusiastic attitude and willing to do whatever is needed to help the team

Application Instructions:
Please send completed application, resume, and cover letter to info@ImpactGlobalHealthAlliance.org.

Future Opportunities

Many interns have been promoted to Program Fellow or even hired as staff.