



CAPA LONDON SAMPLE INTERNSHIP LIST NON-PROFIT




INDUSTRY DESCRIPTION

The placement opportunities on offer in the non-profit sector are wide-ranging and varied, and students should therefore give as much detail as possible about their desired type of organisation, specific department or field of interest. For example, placements are available in marketing, fundraising, finance, volunteer coordination and design. Applicants should have good communication skills and a demonstrable interest in the non-profit sector. Relevant coursework or prior volunteer experience will look more impressive on applications.

EXAMPLES OF PAST PLACEMENTS

Please note that the following sites are a brief cross-section of current CAPA internship host sites and should not be considered as a guaranteed location for your placement. All internship & service learning placements will be dependent upon each individual applicant's application documents, prior experiences, demonstrated skills and their aspirations and goals.

<p style="text-align: center;">Action on Hearing Loss</p> 	<p>Action on Hearing Loss (formerly known as RNID) is the UK's largest charity for the 11 million people in the UK who confront deafness, tinnitus and hearing loss every day. Established in 1911, they help people to take control of their lives and live the life they choose, removing the barriers standing in their way. They give people support and care, develop technology and treatments, and campaign for equality.</p>
<p style="text-align: center;">Castlehaven</p> 	<p>The Castlehaven Community Association is a registered charity and was established in 1985 as a community charity that provides activities, classes and facilities across multiple age ranges. It is set in four acres of public open space which includes three buildings, two community gardens, with an enclosed children's play area, flood lit sport facilities for the local people and the wider Camden communities.</p>
<p style="text-align: center;">CLIC Sargent</p> 	<p>CLIC Sargent is the result of a merger of non-profit organisations that support families at home and in hospital from the day of diagnosis. They fund more than 100 CLIC-Sargent Care Professionals, who provide a wide range of services. They raise money through a number of high-profile events.</p>
<p style="text-align: center;">Fusion Lifestyle</p> 	<p>Fusion Lifestyle is a registered charity, founded in 2000 to provide quality sport, leisure and fitness activities to local communities and encourage people to get healthy and active. Since then, they've continued to grow and now provide facilities at nearly 100 locations across the UK.</p>

<p>National Literacy Trust</p> 	<p>The National Literacy Trust is a charity dedicated to raising literacy levels in the UK, their patron being Her Royal Highness the Duchess of Cornwall. Founded in 1993, they work to improve the reading, writing, speaking and listening skills in the UK's most disadvantaged communities, where up to 40 per cent of people have literacy problems. Their research and analysis make them the leading authority on literacy and drives their interventions. Because low literacy is intergenerational, they focus our work on families, young people and children.</p>
<p>Walkabout Foundation</p> 	<p>Walkabout Foundation is a fast-growing US and UK non-profit organisation whose mission is to bring life and dignity by providing wheelchairs to the developing world and funding research to find a cure for paralysis. Since its launch in 2009, Walkabout Foundation has given over \$1,000,000 to ground-breaking paralysis research and donated over 10,000 wheelchairs to those in need in 21 different countries as well as facilitating rehabilitation centres in India and Kenya.</p>
<p>Young Citizens</p> 	<p>Young Citizens is an education charity working in primary and secondary schools to help educate, inspire and motivate the active citizens of tomorrow. Since 1989 Young Citizens (formerly known as the Citizenship Foundation), has helped millions of young people understand society's democratic structures, and the rights and responsibilities of its citizens by running a range of programmes and experiences for young people, with the help of thousands of volunteers.</p>

POTENTIAL PROJECT OPPORTUNITIES

Project opportunities will be dependent upon the current needs within the organisation and the demonstrated skills and abilities shown by each intern. It is imperative to remember that project opportunities will develop over time and throughout internship placements. Projects may include but are not limited to:

Community Interaction Research

Office Administration

Event Coordination & Support

Online Content Production Social

Finance & Accounts

Social Media Development

Media Production

Volunteer Coordination

Mentoring & Support

Writing Press Releases

TRANSFERABLE SKILLS

It is essential to maximise every opportunity within the internship placements. If tasks and duties are approached in a professional manner, interns can take away additional skills and abilities that will be of benefit to their personal and professional development. Transferable skills sets include but are not limited to:

Community Engagement	Presenting & Reporting
Effective Communication	Problem Solving
Mentoring & Support	Researching
Networking	Teamwork
Planning & Organising	Time Management

PERSONAL PROFESSIONAL DEVELOPMENT

Through their internship and extra-curricular activities, we work to help students develop the following skills:

1. **Networking:** The ability to intentionally and purposefully connect and interact with others in order to develop professional and social relationships.
2. **Communications:** The ability to receive, interpret and articulate information and ideas effectively.
3. **Remote Collaboration:** The ability to utilise IT resources to connect virtually with others and achieve collective goals and objectives.
4. **Global Perspective:** To develop skills required to live and work in an interdependent world through forming an understanding of connections between one's own life and those of people across the globe.
5. **Cultural Awareness:** To develop an understanding of oneself, others and to embrace and appreciate diverse and complex perspectives, values and beliefs.
6. **Organisation, Time Managements and Prioritisation Skills:** The ability to achieve identified outcomes by using your time, energy and resources in an effective and productive manner.
7. **Problem Solving:** The ability to find solutions to difficult or complex issues and to manage moments of uncertainty or ambiguity.
8. **Adaptable:** The ability to adjust oneself readily to different conditions and environments.
9. **Goal Setting:** The ability to identify, form and implement actions that will guide you towards predetermined aims and objectives.
10. **Career Based or Vocational Skills:** The development of specific knowledge or abilities related to an occupation.