



CDIPR
Centre for Development of Intellectual
Property and Research
बौद्धिक संपदा एवं अनुसंधान विकास केंद्र



NAOVINA
Development of
Intellectual
Property and
Research Foundation
Centre for Development of Intellectual Property and Research

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Centre for Development of Intellectual Property and Research
Naovina Development of Intellectual Property and Research Foundation
(A Section 8 Non-profit Organisation registered under the Companies Act, 2013)

Fundraiser Internship Program

The *Fundraiser Internship Program* is a *virtual, work-from-home* opportunity that focuses on building skills in raising funds, managing campaigns and supporting the financial sustainability of the organisation. This program not only aligns with our mission to promote Education, Research, Innovation and Intellectual property awareness and protection but also serves as a capacity-building initiative to foster future leaders in the social sector.

Roles and Responsibilities

Interns will play a crucial role in driving the organisation's fundraising efforts, with specific responsibilities including:

1. Fundraising Campaign Management:

- **Strategy Development:** Collaborate with the team to conceptualise and implement innovative fundraising strategies.
- **Campaign Execution:** Manage virtual fundraising campaigns through digital platforms, ensuring active engagement with the community.
- **Outreach:** Conduct outreach to potential donors, both individuals and organisations, to secure funding for ongoing projects.

2. Donor Engagement and Relationship Building:

- **Donor Communication:** Establish and nurture relationships with current and potential donors through effective communication strategies.
- **Corporate Sponsorship:** Identify and approach corporate entities for sponsorship opportunities, ensuring mutual benefit and alignment with CDIPR's goals.

3. Research and Analysis:

- **Market Research:** Research potential funding sources, including grants, partnerships and sponsorship opportunities.

India's First Non-Governmental Research Organisation dedicated to Intellectual Property Rights

Offices: Wadhwa Complex, Laxmi Nagar, New Delhi - 110092 (**Delhi**)

Sri Nagar Colony, Tetri Toli, P.O./P.S. Namkum, Ranchi, Jharkhand - 834010 (**Jharkhand**)

Administrative Mail: cdipr@icchr.in | **Contact Mail:** cdiprofficial@gmail.com

Website: <https://cdipr.icchr.in>

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- **Competitor Analysis:** Analyse successful fundraising campaigns from other organisations and apply best practices to CDIPR initiatives.
 - **Financial Reporting:** Assist in tracking fundraising progress, prepare detailed reports on outcomes and suggest improvements for future campaigns.
4. **Marketing and Promotion:**
- **Content Creation:** Work closely with the marketing team to create compelling promotional materials, including social media posts, blog articles, and newsletters to increase the visibility of the campaigns.
 - **Digital Marketing:** Promote fundraising initiatives across social media platforms, maximising outreach to various donor demographics.

Learning and Development Opportunities

Interns will gain extensive knowledge and practical skills in several key areas:

1. **Marketing:** Understand the principles of fundraising marketing, learning how to effectively promote causes and attract donors.
2. **Networking:** Develop professional networking skills by connecting with industry professionals, donors, and influencers who can support the mission of CDIPR.
3. **Crowdfunding 101:** Learn the fundamentals of crowdfunding, from identifying platforms to setting goals and executing successful campaigns.
4. **Interpersonal and Communication Skills:** Enhance interpersonal skills by engaging with various stakeholders, including donors, sponsors, and peers.
5. **Social Sector Insights:** Gain an in-depth understanding of how non-profit organisations operate and contribute to social impact, particularly in the field of intellectual property and research.

Program Perks and Benefits

To ensure a rewarding experience, the program offers several benefits:

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- **Nationally Recognized International Certificate of Completion** upon the successful conclusion of the internship.
- **Certified Course in Crowdfunding & Management** for the **Top 10 Interns**, giving them an additional edge in the Job sector.
- **Letter of Recommendation** from CDIPR's administration for interns who display exceptional performance and commitment to the organisation's mission.
- **Recognition and Rewards:** Interns to receive Stipend of Rs. 3000 based on performance metrics.
- **Flexible Schedule:** A virtual, work-from-home setup allows interns to balance their academic or personal commitments while contributing meaningfully to the program.

Eligibility and Requirements

- Open to students from all disciplines enrolled in a *UGC-recognized University/Institute*.
- Applicants should have a strong passion for the social sector and an interest in building practical fundraising skills.
- No prior experience in fundraising is required; however, familiarity with digital marketing or communications will be an added advantage.

Program Duration and Time Commitment

The internship will run for **1 to 3 months**, with flexible working hours tailored to accommodate the interns' academic schedules. A minimum commitment of **10-15 hours per week** is expected, with the opportunity for interns to take on additional responsibilities based on their interest and performance.

How to Apply?

Applicants are required to Submit the following Application Form:

<https://bit.ly/cdipr-fundraiser-internship> (Application on Rolling Basis)

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