

Organization Name:	Friendship Donations Network
Web Address:	www.friendshipdonations.org
Project 1: <i>FDN Organizational Capacity Intern</i>	
Project Description: Help Friendship Donations Network (FDN) improve organizational capacity with 3 projects: 1. Create database of FDN volunteers, including name, contact info with preferred method of contact, schedule/when available, preferred role/task. 2. Complete database of food donors, including location, contact person(s), pick up schedule, instructions for donation pick up. 3. Organize results from FDN's 2012 Program Survey into a template that can be used for future surveys.	
Sustainability Intern's Role: Work with Program Coordinator to complete the 3 projects described above.	
Skills or Education Required: Independent worker, good social skills, access to phone and computer. Familiarity with creation of and use of databases.	
Total Project Hours or Weekly Time Commitment: flexible	
Internship Duration (check all that apply): <input checked="" type="checkbox"/> Spring Semester <input checked="" type="checkbox"/> Fall Semester <input checked="" type="checkbox"/> Summer	
Intern Workspace: The organization does not have office space to host an intern. Most work will be complete remotely.	
Funding: This is a volunteer position.	