



Graduate Internship Programme

At the Trussell Trust we are looking for six recent graduates with a passion for the poor and needy to help reach more desperate and vulnerable people in the UK and Bulgaria.

We are a Christian charity that offers non-discriminate help to those who need it. Motivated by Jesus' teaching in Matthew 25, we are looking for interns who want to show God's love through practical action.

The Trussell Trust aims to provide meaningful opportunities for interns to gain experience and become agents of social change, while helping to develop skills that will prepare you for success and serve you throughout your life.

What do our interns do?

As an intern you will spend your time at the Trussell Trust headquarters in Salisbury, Wiltshire where you will be fully integrated into our staff team. You will spend your year focusing on a particular department or project becoming involved in all aspects of the work, from filing and typing to running entire projects or events of your own. Every intern is encouraged to become actively involved in the community projects of the Trussell Trust. With regular reviews and extra trainings sessions, as well as good mentoring from your line managers you will grow in skills, knowledge and confidence. Interns will be registered on the Elivate Course at Moorlands College and receive training in project management, time management, first aid and health and safety management. Each day you will actively participate in the day-to-day operations of The Trussell Trust. Tasks could include, fundraising, travelling to project areas, development of creative informational materials, research related to our projects, administrative office support and attending and assisting with strategic planning.

Each internship lasts for 12 months commencing in July. You will work a 30 hour week, giving you one day free for study or part-time work.

What will you gain?

We aim to give you the tools, training and experience necessary to pursue a career in the third sector, as well as helping you to develop a sense of where God is calling you to work. You will gain insight into how a charity works as well as practical experience of the third sector. We want to invest in you as a whole person by helping to strengthen your character and develop your gifts and talents. You will receive training throughout your internship designed to give you practical skills such as leadership and team working, as well as spiritual support, helping to develop Godly character.

Expenses

The Trussell Trust will provide £50 per week expenses to help cover accommodation, food and travel but beyond that you will need to raise your own funds. The Trust will also cover all training and development costs and college fees provided as part of the internship course.

Intern Roles

Foodbank Network Intern: You will be committed to helping people in crisis and will assist the foodbank Project Manager to franchise our effective and award winning project throughout England. The role will involve marketing and developing new foodbank projects, particularly in metropolitan areas and amongst ethnic minorities, as well as providing support to projects already launched and organising the annual foodbank Network Conference. Enquiries to jeremy.ravn@trusselltrust.org or telephone him on 01722 411244.

Volunteer Project Intern: You will have a deep love of people and be passionate about making a difference to them. Working under the Volunteer Coordinator you will assist in all aspects of volunteer and supported volunteer work, including expanding the schemes as the Trussell Trust expands its work. As a person you will need to be flexible about how you spend your time, willing to learn new skills and able to use your initiative. The most important quality we are looking for is a desire to enhance the lives of our volunteers. Please direct your enquiries to david.mcauley@trusselltrust.org, 01722 427115.

ReStore Shop Intern: You will work in ReStore supporting all aspects of this award winning charity shop. Day to day tasks could include, sorting donations, serving customers, guiding supported volunteers, arranging and pricing furniture but most importantly, talking to and befriending anyone who comes into the shop. For this role you will need to be friendly with a positive attitude and an ability to relate to people in a caring way. You will need to be able to work under your own initiative and succeed under pressure. It is essential that you are physically fit. Please direct your enquiries to david.mcauley@trusselltrust.org, 01722 427115.

PR and Communications Intern: You will assist our PR and Communications manager in promoting the work of the Trussell Trust. You will have excellent written and verbal communication skills. Design skills would be useful though are not essential. It is important that you are able to confidently build relationships through email, telephone and personal encounters. A keen interest in the general media will be a great asset to this role. Day to day tasks could include, writing press releases, supervising printing, updating the website and online social network sites, as well as admin. Please direct your enquiries to david.mcauley@trusselltrust.org, 01722 427115.

Events Intern: You will assist the Events manager. You will have a passion for planning and running brilliant events, both promotional and fundraising. Computer literacy is essential and design skills would also be useful. You will need to be organised and efficient, able to work under your own initiative as well as within a team. It is important that you are able and willing to build relationships with supporters and fundraisers. Please direct your enquiries to david.mcauley@trusselltrust.org, 01722 427115.

Accountancy or IT Intern: Your role could include helping the Trussell Trust to meet Charity Commission and Company House requirements as well as ensuring legal compliance with regulations such as Data Protection. You will be involved in auditing, accountancy, Gift Aid, HR and the donor database as well as administrative tasks. There may also be opportunities to become involved in web design and maintenance. You will be organised, methodical and committed. It is important that you are able to work under your own initiative as well as within a team. Please direct your enquiries to david.mcauley@trusselltrust.org, 01722 427115.