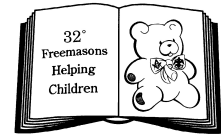


**Cleveland Masonic Learning Center
2009 SUMMER INTERNSHIP POSITION**



Title: Grant Strategist Intern

Reports to: The Center Director

The Cleveland Learning Center, an educational program for children with dyslexia, is seeking a responsible and motivated individual to work as a development/grant writing strategist. Overall responsibilities include the development and initiation of fundraising strategies that are in alignment with the organization's mission and goals.

Key duties will include the following:

- research to identify potential private, corporate, and foundation supporters,
- assist in creating relationships with corporate and foundation representatives,
- grant writing,
- project evaluation and analysis,
- development of analytical and antidotal formulas to produce progress reporting required by grantors,
- participate as a charter member of the FRIENDS of the Cleveland Learning Center,
- promote upcoming fundraising events.

Qualifications: Good writing, communications and public relations skills. The intern will receive necessary training and staff supervision.

The Intern will have ample opportunity to interact with clients, board members, and other stakeholders in order to provide a broad scope of the Cleveland Learning Center as a non-profit entity.

We require a minimum of 10 hours/week, subject to staff needs and intern availability. Hours and dates of service are flexible.

The Cleveland Learning Center is conveniently located one mile from CSU at 3615 Euclid Avenue. Parking provided.

Contact Carol Perry, Center Director, at 216-881-2234 or by e-mail at Learning_center@ameritech.net for additional information.