



**International Association for
Political Science Students**

Thomas van Aquinostraat 5
Postbox 9108, 6500HK, Nijmegen, The Netherlands
e: general@iapss.org | w: www.iapss.org

Call for Applications

for the position of

Fundraising Coordinator

at the International Association for Political Science Students (IAPSS)

The International Association for Political Science Students (IAPSS) – the only international organization representing students of political science students worldwide – has recently gone through a renovation process and the **international portfolio has increased swiftly**. Next to political science study trips, our delegations to major political science conventions across the globe and our annual IAPSS Summer School, our own IAPSS academic conferences augmented in size and frequency. To support these important projects with adequate financing, **grant applications and fundraising is a crucial task within our organization**.

We are currently seeking to assign a **Fundraising Coordinator**, who will work together with the Head of the International Cooperation Department on submitting successful grant applications and fundraising requests to corporate, governmental and non-governmental bodies in accordance with the Fundraising Strategy 2014. With the **guidance of the Head of International Cooperation**, the Fundraising Coordinator will independently research grant and funding opportunities and prepare these while the Head of the Department will assist with any necessary support and assure the timely execution.

This position requires strong **organizational skills**, a high degree of **autonomy**, a professional level of **communication**, efficient **time management**, the capacity to meet **deadlines** and intrinsic **motivation**. Furthermore prior fundraising & grant application **experience** would be welcomed.

What can you expect?

Expect to become a member of the very international, professional and enthusiastic board of the world's only international organization representing the interests of students of political science and related fields. Travel expenses to both annual in-person meetings will be partly covered by IAPSS and through your successful fundraising. This position offers extremely valuable work experience, which offers great benefit for future work engagements.

The position is unpaid and you can expect around **3 – 4 hours of workload per week**.

Does this job appeal to you? Then send us your CV and a 1-2 page cover letter with reference to your experiences to: international@iapss.org!

The deadline is set to April 27th, 2014.

Please do not hesitate to contact us in case of further questions or inquiries.

Yours Sincerely,

Wanda Tiefenbacher

Head of the International Cooperation Department
International Association for Political Science Students (IAPSS)
e: international@iapss.org
w: www.iapss.org