



Nonprofit Strategy & Operations Intern | SOME (So Others Might Eat)

Position: Nonprofit Strategy & Operations Intern

Location: Hybrid (in person/remote), NW DC, 20001

Duration: Summer, Fall, Spring

Hours: 20 – 30 hours per week preferred, flexible based on academic requirements

Reports to: Chief of Strategy & Business Advancement

Compensation: Unpaid

About SOME: SOME (So Others Might Eat) is a nonprofit organization dedicated to supporting individuals experiencing homelessness and extreme poverty in Washington, D.C. We provide a range of services, including food, housing, healthcare, substance use treatment, and job training to help people transform their lives and achieve self-sufficiency. Interns play a key role in helping us fulfill our mission.

Position Overview: The Nonprofit Strategy & Operations Intern will work directly with SOME's Chief Strategy Officer on a variety of strategic, operational, compliance, and community resource initiatives. This internship is designed to provide a behind-the-scenes look at how a large human services nonprofit operates while offering meaningful project ownership and professional development.

The intern will gain exposure to organizational strategy, program operations, community resources, gift-in-kind (GIK) management, finance, compliance, data analysis, and cross-departmental collaboration. Through site visits, research, assessments, and special projects, the intern will help identify opportunities to strengthen operations, improve systems, and enhance the delivery of services to individuals experiencing poverty and homelessness.

Key Responsibilities

Strategy & Organizational Development

- Assist with strategic initiatives and special projects led by the Chief Strategy Officer.
- Conduct research and benchmarking on nonprofit best practices.
- Support cross-departmental projects and organizational assessments.
- Prepare reports, summaries, presentations, and recommendations for leadership review.

Community Resources & Gift-in-Kind (GIK)

- Assist in conducting a comprehensive assessment of gift-in-kind resources across multiple SOME program sites.
- Meet with program staff to document current inventory, donation needs, storage capacity, and operational challenges.
- Partner with Community Resources, Development, and Finance staff to better understand the lifecycle of donated goods from receipt through distribution.
- Evaluate current gift-in-kind tracking, valuation, and acknowledgment processes and identify opportunities for improvement.
- Help develop recommendations to strengthen documentation, reporting, donor stewardship, and operational efficiency.

Program Operations

- Observe and learn about the daily operations of the Father John Adams Resource Center, Dining Room, and Community Resources programs.
- Participate in site visits and operational assessments across multiple SOME locations.
- Document workflows and identify opportunities for increased efficiency and collaboration.
- Support projects that strengthen service delivery and client experience.

