



**Committee Encouraging Corporate Philanthropy
2012 John C. Whitehead Intern
New York, New York**

- Internship:** Summer Internship
- Job Title:** 2012 John C. Whitehead Intern
- Deadline:** March 1, 2012. Applications will be considered on a rolling basis
- Organization:** Committee Encouraging Corporate Philanthropy (CECP)
www.CorporatePhilanthropy.org
- Location:** 110 Wall Street, New York, NY
- Weekly Stipend:** \$500/week (\$5,000 summer). CECP will complete paperwork to help secure any available supplementary school funding.
- Duration:** 10-week summer internship (preferably beginning in mid- or late-May).

Organization Description:

The Committee Encouraging Corporate Philanthropy (CECP) is a nonprofit organization with a mission to lead the business community in raising the level and quality of corporate responsibility and philanthropy. Co-founded in 1999 by civic leaders including Academy Award-winning actor and philanthropist Paul Newman and Former Deputy Secretary of State and Co-Chair of Goldman Sachs John C. Whitehead, the organization has grown to prominence with an invitation-only membership of over 180 CEOs and chairpersons of Global 500 firms. CECP advances best practices in corporate responsibility and philanthropy by: publishing in-depth research; providing closed-door forums for members to discuss emerging trends and implementation strategies; and working with national media outlets to spotlight exceptional corporate philanthropic initiatives. Members of CECP's highly-engaged Board of Directors include the current CEOs of Alcoa, Bloomberg, Deloitte, Interpublic Group, KPMG, McGraw-Hill, PNC, salesforce.com, Sempra, and State Farm. CEOs in the CECP membership represent companies including: Coca-Cola, Dow Chemical, GE, IBM, Johnson & Johnson, JPMorgan Chase, PepsiCo, Pfizer, Target, Time Warner, Verizon and Wal-Mart. To learn more, please visit: <http://www.CorporatePhilanthropy.org>.

Internship Description:

CECP, recognized as an industry thought leader, is seeking an exceptional graduate-level summer intern to explore roles that CECP can play in encouraging greater adoption of **Integrated Reporting** practices among CECP's CEO members.

Integrated Reporting brings together material information about an organization's strategy, governance, performance and prospects in a way that reflects the commercial, social and environmental context within which it operates. It provides a clear and concise representation of how an organization demonstrates stewardship and how it creates and sustains value. An Integrated Report should be an organization's primary reporting vehicle.

Research has shown that reporting influences behavior. Integrated Reporting results in a broader explanation of performance than traditional reporting. It makes visible an organization's use of and dependence on different resources and relationships or "capitals" (financial, manufactured, human, intellectual, natural and social), and the organization's access to and impact on them. Reporting this information is critical to:



- a meaningful assessment of the long term viability of the organization's business model and strategy;
- meeting the information needs of investors and other stakeholders; and ultimately
- the effective allocation of scarce resources.

CECP members represent a material percentage of US profits and social investment. While Integrated Reporting is gaining acceptance in Europe, it has been fully embraced by only a few US corporations. However, the time is perfect, as the advantage of such reporting is becoming more evident. CECP believes, with partners, that it can play an influential role in US firms, and especially CECP members, adopting this form of reporting.

The Whitehead Intern will be encouraged to work with a number of sustainability standards organizations like the Global Reporting Initiative (GRI), the Sustainability Accounting Standards Boards (SASB), Principles for Responsible Investment (PRI), etc.

The Whitehead Intern, reporting to the Executive Director, will:

- Investigate key success factors of those companies already using Integrated Reporting
- Investigate the obstacles to successful Integrated Reporting
- Investigate the chief functions involved in supporting Integrated Reporting
- Develop best practices in Integrated Reporting
- Investigate stakeholder engagement, transparency and optimum communication through Integrated Reporting
- Develop a plan to encourage greater adoption of Integrated Reporting in the United States

Qualifications:

- Candidate for an advanced degree in a relevant field such as business, public policy, or public administration.
- Outstanding analytical acumen and the ability to synthesize information from diverse sources into frameworks and strategic recommendations.
- Experience in developing interview questionnaires and conducting interviews with subject matter experts.
- Excellent verbal and written communication skills.
- Knowledge of corporate responsibility and philanthropy, "shared value," and social sustainability preferred.
- Demonstrated professional or academic independent research experience
- A high-degree of initiative, motivation, commitment to excellence, and attention to detail.
- A roll-up-your-sleeves, solutions-oriented attitude fitting a small, entrepreneurial nonprofit organization.
- A sense of humor and the humility to regularly incorporate feedback from others into work processes.
- Enthusiasm and interest in advancing CECP's mission.

To Apply:

Please email a resume and thoughtful cover letter that outlines how your skills and experience meet the qualifications of the position and stating how you heard about this opportunity. Attach these documents in PDF format to an email addressed to Charles Moore (cmoore@corporatephilanthropy.org) with the subject: "[Last Name] - Whitehead Intern Application". Finalists must be able to interview in-person at CECP's office in New York City.

*The Committee Encouraging Corporate Philanthropy is an Equal Opportunity Employer.
CECP cannot support candidates lacking the proper authorization to work in the United States.*