CENTER FOR
Gender & Refugee
STUDIES

Fall 2018 Communications and Development Intern

The Center for Gender & Refugee Studies (CGRS) is one of the nation's leading organizations protecting the fundamental human rights of refugee women, children and LGBT individuals fleeing gender-based violence and discrimination. We seek to advance sound gender asylum laws and policies, helping advocates successfully represent refugees who need protection while at the same time mitigating the conditions that force individuals to flee their home countries.

Job Description
CGRS seeks a talented undergraduate or recent graduate intern to serve as our Communications and Development Intern to help build public awareness and support for the Center's work. The intern will gain hands-on experience in a small nonprofit work environment and the satisfaction of contributing to an organization that defends refugee and immigrant rights. Projects will include:

- Providing support to our newly launched Immigrant Women Too public advocacy campaign
- Assisting in the maintenance of strong media relations
- Analyzing data from our repository of asylum cases
- Expanding CGRS's social media reach
- Supporting CGRS's year-end fundraising efforts

Given our small office and high volume of work, we give interns a high degree of responsibility from the start. Accordingly, interns must be motivated, responsible, and able to work with minimal supervision.

Qualifications
- Availability of 10+ hours per week for a minimum of 8 weeks
- Excellent writing and copy-editing skills
- Strong interest in human rights and social justice issues
- Current enrollment in an undergraduate program or a recent graduate
- Ability to work independently and within a team
- Ability to protect the confidentiality of our work and our communications
- Proficiency in Spanish is not required, but a plus

Funding
Although we are unable to offer stipends for interns, we will be able to work with students to obtain school credit or outside funding, if available.

Application Procedure
Applications will be accepted on a rolling basis. Please submit a cover letter, resume, and information for two references to CGRShires@uchastings.edu with the subject line "Fall 2018 Communications and Development Intern." Applications will be accepted and reviewed on a rolling basis until September 30, 2018. **No phone calls, please.**

CGRS is an equal opportunity employer (EOE). All qualified persons, including people of color, persons with disabilities, women, lesbians, gay men, bisexuals, and transgender persons, are encouraged to apply.