

CENTER FOR
Gender & Refugee
STUDIES

Summer 2017 Refugee and Human Rights Research Intern

About the Organization

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 help the Center provide much needed resources to attorneys across the country and to advance the rights of women, children and LGBT individuals in this country and abroad. 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:

- Conducting individualized country research for gender, LGBT and children's asylum cases
- Entering data on court decisions and other information in CGRS database
- Tracking asylum case outcomes
- Filing, cataloguing, and scanning documents such as Immigration Court decisions

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 25+ hours per week (preference given to those with additional availability) for an 8-12 week term
- Excellent research and writing 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
- Fluency in Spanish or French is also preferred, but not required

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

Submit a cover letter, resume, brief writing sample (5-10 pages), and information for two references to CGRShires@uchastings.edu with the subject line "Summer 2017 Refugee and Human Rights Research Intern." Applications will be accepted and reviewed on a rolling basis until the position is filled. 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.