Community Organizing Internship

Background:

The Tennessee Immigrant and Refugee Rights Coalition (TIRRC) is a statewide, immigrant and refugee-led collaboration whose mission is to empower immigrants and refugees throughout Tennessee to develop a unified voice, defend their rights, and create an atmosphere in which they are recognized as positive contributors to the state.

Internship Description:

The Organizing Intern will work closely with our refugee community organizer to organize the diverse immigrant and refugee communities in Tennessee. The intern will assist in leading and empowering community members to ensure that immigrant and refugee communities have accurate and timely information about policy changes that impact the lives of their community; Assist their supervisor in leading group meetings to deepen relationships, identify community leaders and strategize on best ways to engage with other communities. The intern will ultimately assist us to lead outreach efforts to ensure that immigrant and refugee communities have information about access to TIRRC’s services and leadership development opportunities. Through this internship, the intern will gain skills, knowledge, and experience in grassroots community organizing, political education, legislative campaign planning, and community outreach.

Responsibilities include:

- Help research and identify the diverse immigrant and Refugee organized communities in TN.
- Help identify, engage and build relationships with community leaders.
- Identify immigrant and refugee businesses.
- Coordinate meetings and presentations with community members and outside groups.
- Help prepare training materials for leadership trainings.
- Phone banking, data entry, and follow up with new members.
- Other duties as necessary.
Qualifications & Experience:

- Strong commitment to TIRRC’s vision and mission
- Desire to learn about diverse communities
- Interest in social change and current events
- Ability to work well as part of a team
- Organized and detail oriented
- Bilingual preferred
- Basic literacy with Microsoft Office, popular social media platforms, and data management systems
- Ability to work after hours if needed.

Hours per week:

Minimum 10-15 hours a week; at least 3 months (Internship can exceed up to 12 months)

Benefits:

Will receive regular training from experts in the field of communications, community organizing, and advocacy. Letters of recommendation provided upon successful completion of the internship. This is a non-paid internship.

To apply, please send your resume and cover letter to Cesar at Cesar@tnimmigrant.org. Please detail why you think you are the right candidate for this position and organization, addressing the points listed above and highlighting your experience working in immigrant communities and your knowledge of technology-based products and programs. Please, no phone inquiries. The position will remain open until filled. We are an Equal Opportunity Employer and encourage women/men and people of color to apply.