Title: Racial Justice Intern
Job Status: Internship
Reports to: Kyle Siliman-Smith, Program Manager
Work Schedule: 15 hrs. Flexible
Applications Due: April 14th, at 5:00pm

Organization and Position Overview:
The Peace & Justice Center (PJC) is a community-driven, non-profit organization based in Burlington, Vermont that empowers community members advocating for peace and justice. Formed in 1979, the PJC provides resources, education, and grassroots organizing support to increase visibility and effectiveness of social justice movements.

This Racial Justice is an intensive semester long program that gives participants organized training through skills building and hands-on and in-the-field experience working on campaigns for racial justice, and movement building. Working with activists from a variety of social justice organizations, the program gives interns exposure to seeing actions and programs through a lens of racial justice. The PJC Racial Justice Intern will work with the Program Manager, the PJC Racial Justice Advisory Group and members of the Board to educate people, largely through trainings, about racism and white privilege in our Vermont communities and beyond. This position is best suited for a person who has a demonstrated commitment to an anti-oppression framework, passionate to undo white privilege and institutional racism, and an awareness of the local and national news and policies relating to race, mass incarceration and police brutality. Applicants must be responsible, timely, reliable, willing to learn new skills, and able to work in groups as well as independently.

Job Duties:
- Introduce, support and plan (as requested) speakers and workshops
- Attend events, conference calls, private organizational meetings, public meetings relating to racial justice of groups in our community & globally
- Generate and/or update educational materials relating to specific events/workshops
- Assist as needed with providing assistance or support to racial justice organizations, activists and groups.
- Write and/or proof read articles for our e-news and April/May/June Newsletter.
- Keep up-to-date on local and national current events and policies that relate to racial justice.
- Assist with data and record keeping
- Other duties as assigned

A Successful Candidate will Possess and Demonstrate:
- Proven analysis around race, economic and white privilege issues
- Familiarity with concepts related to community empowerment and racial justice
- Excellent attention to detail
- Solid time management skills
- Excellent oral and written communication skills

- Ability to connect with and interact with a broad range of people
- Demonstrated commitment to anti-oppression work
- Demonstrated ability to work as part of a team and with people from a variety of different racial, ethnic, socioeconomic, educational, religious, sexual, gender, and generational backgrounds.

Benefits:

- Academic Credit where applicable
- Professional Development & Guidance
- Experience day-to-day operations within a non-profit
- Hands-on, strategic responsibilities
- Networking opportunities

If this sounds interesting we want to hear from you!

The position starts any time between the end of May and June, depending upon your summer schedule. This internship is unpaid and all interns are asked to commit to 15 hours a week for 12 weeks. This position may be combined with the Peacework, or Programming Internship. If combined total intern hours remain 15 per week. Applicants are strongly encouraged to apply for all positions of interest.

To Apply:
Send a cover letter, resume, and a research-related writing sample the PJC via email at volunteer@pjcvt.org or by mail to:

Attention: Kyle Silliman-Smith
Peace & Justice Center
60 Lake Street 1C
Burlington VT 05401

Specify desired internship title when applying; no phone call or faxes please.

Equal Opportunity Employer:
The PJC is an equal opportunity employer and encourages applications from youth, people of color, people of all sexual orientations and gender identities, and people with disabilities.