



Summer Internship Opportunity - 2024

UUFaithAction is an NJ-based non profit working to create a just New Jersey free from systemic oppression and greed, full of engaged people committed to each other, to our communities, and to the earth.

Mission: Grounded in our Unitarian Universalist faith, we are confronting systemic injustice and building a more compassionate society in New Jersey by:

- **Educating** ourselves and others on social and political issues
- **Mobilizing** individuals and congregations to act for justice
- **Advocating** for equitable and sustainable public policy.

Thanks to the ongoing participation and financial support of our member congregations and individual donors, **UU FaithAction** provides both the advocacy and legislative leadership that both makes a real difference on issues of equity and justice, but also helps us build wider alliances between front-line communities, advocacy groups, legislators and key coalitions across the state. More at <https://www.uufaithaction.org/>

Internship Opportunity : We are looking for an intern to help with general office work in our nonprofit. This includes updating pages on our website, organizing files and photos on our googledrive, generating attractive emails and flyers using Canva, sending mass emails to our supporters via our platform, and other duties as assigned.

Start date is flexible. Internship will be for 10-12 weeks.

Hourly rate: About \$18 paid bi weekly via direct deposit. Alternate arrangements will be considered. Number of hours: 10 hours per week.

Tasks: Our intern will

- Gain familiarity with our advocacy work and the work of our task forces.
- Map the web pages for our task forces on the UUFaithAction website.
- Design, find images, and build/ update communication materials based on templates generated by our communications committee on Canva.

Qualifications:

- The ideal candidate will be able to understand the UUFANJ vision and core purpose. Our intern will need to be familiar with wordpress and Canva.
- Must be currently enrolled in high school, or a bachelor's or graduate program at an NJ school, college or university.
- Must possess the required technical knowledge and skills, completed course work, projects, or relevant work related experience.
- Must be available to work remotely
- Authorized to work in the U.S. without requiring visa sponsorship.
- BIPoC students are encouraged to apply.

Other requirements: Interns will be required to

- Attend staff meetings once a week.
- Meet with the ED of the organization once a week and as needed.
- Work with the Task Force chairs to arrive at the final versions of the updated web pages.

How to apply:

Please send a resume and cover letter to meera@uufaction.org

Please mention why this project is meaningful to you.

Applications will be reviewed on a rolling basis. We will contact those applicants we wish to interview via email.

