



Children's Defense Fund, Inc. – Youth Civic Education and Engagement Intern

January 2021

Position: Youth Civic Education and Engagement Intern

Reports to: Maggie Stern

Job Location: Austin, Texas, United States (remote)

Internship Dates: Mid-January through Late May

Compensation: Interns receive \$15/hr for a maximum of 20 hours per week

Organization Overview

The Children's Defense Fund (CDF) envisions a nation where marginalized children flourish, leaders prioritize their well-being and communities wield the power to ensure they thrive. CDF's Leave No Child Behind® mission is to ensure every child a *Healthy Start*, a *Head Start*, a *Fair Start*, a *Safe Start* and a *Moral Start* in life and successful passage to adulthood with the help of caring families and communities.

We serve and advocate for the largest, most diverse generation in America: the 74 million children and youth under the age of 18 and 30 million young adults under the age of 25, with particular attention to those living in poverty and in communities of color. CDF partners with policymakers, aligned organizations, and funders in this service. The Children's Defense Fund is the only national multi-issue advocacy organization working at the intersection of child well-being and racial justice by wielding the moral authority of programmatic proximity and community organizing to inform public policy. For more information visit www.childrendefense.org as well as <http://www.cdf-texas.org/>.

Position Summary

The internship is based in Austin (remote during the COVID-19 pandemic) and provides general support for the CDF-TX Youth Civic Education and Engagement initiative. The intern works 20 hours/week supporting both our policy and organizing work to increase youth civic education and engagement. The youth civic engagement intern provides substantive policy research and reports and monitors legislative committees and the State Board of Education on improving youth civic engagement and education in Texas. Additionally, the intern assists with outreach to partners and school districts to encourage the prioritization of culturally sustaining civic education in Texas' public school classrooms. The intern also supports outreach to young people statewide to support our Young Advocates campaign, as well as provides critical support in developing training and events to increase young people's knowledge of and engagement with state legislative and local civic processes.

Responsibilities

- Plans civic engagement opportunities with and for youth.
- Conducts research on public policy, media trends and other subjects as needed.
- Writes policy briefs and training material.
- Assists in the development and execution of special projects.
- Assist in maintaining CDF's social media platforms.

Competencies

- Ability to work effectively and calmly in a fast-paced, high-pressure environment and ability to multi-task.
- Strong organizational and execution skills.
- Attention to detail.
- Commitment to social advocacy and CDF's mission to be a voice for all children.

- Ability to organize facts and present issues in a clear, concise and logical manner, both orally and in writing.
- Good interpersonal skills and high degree of professionalism.
- Strong computer, Internet and research skills.

Type of work environment associated with the job: Indoor, office setting

Additional Information

The Children's Defense Fund is an Equal Opportunity Employer.

Note: This job description does not restrict management's right to assign or reassign duties and responsibilities to this job at any time. This job description is not designed to cover or contain a comprehensive listing of all activities, duties or responsibilities that are required of the employee.

Consideration will be given to qualified candidates on an ongoing basis until the position is filled. All inquiries will remain confidential until establishment of mutual, serious interest.