

Youth Policy Fellow Internship Description

FreeState Justice seeks an energetic, organized, and detail-oriented intern in Youth Policy Advocacy. The Youth Policy Fellow will work directly under the supervision of the Executive Director to support FreeState Justice's policy work in our key issue areas. Qualified candidates will possess strong organizational skills, be committed to serving low-income LGBTQ+ people, able to use an intersectional lens, and possess skills outlined in the work description.

Location: Maryland location preferred; remote is acceptable.

Supervisor: Executive Director

Schedule: This intern can expect to dedicate 10-20 hours per week on a flexible schedule.

Responsibilities: This intern will be responsible for:

Preparing for legislative advocacy (35%)

- Create tools for legislative advocacy in the upcoming legislative session including sample written testimony, floor sheets, legislative scorecards, Op-Ed's, and issue one-pager.
- Conduct policy research and assist in policy drafting.
- Assist with bill and policy tracking.

Supporting policy advocacy (25%)

- Create an advocacy toolkit for the promulgation of policies, funding, and other protections for LGBTQ youth in schools, foster care, homelessness services, and juvenile justice.
- Support the work of the Youth Equality Alliance by helping prepare for the year, creating supporting technology infrastructure, and preparing an annual update.
- Create resource map and conduct landscape analysis related to youth policy interests.

Supporting Youth Equality Alliance (YEA) members (25%)

- Draft, finalize, and distribute Youth Equality Alliance meeting agendas and minutes.
- Track action items and liaise with stakeholders as needed.
- Reminders on meetings and action items.

Communications (15%)

- Create one piece of original media content in support of policy initiatives (e.g. blogs, infographics, factoids, social media posts).
- Curate and engage with content and stakeholders through social media on a weekly basis.
- Assist in delivering campaign strategies related to policy initiatives (text-banking, digital canvassing, etc.)

Qualifications: An ideal candidate will possess the following qualities:

- Deep understanding of issues that affect lesbian, gay, bisexual, transgender, and queer communities, especially those who are youth, low-income, or of color;
- Proficiency with Microsoft Office suite;
- Proficiency with database management;
- Excellent oral and written communication skills;
- A passion for getting and staying organized;
- Systems-oriented thinking;
- Complex problem-solving skills;
- Ability to multi-task in a fast-paced environment;
- Strong time management skills;
- Self-motivated individual who takes initiative.

Skills Gained through this internship:

Policy advocacy, lobbying, coalition building, community development, community engagement, social media management, content creation, subject matter expertise in youth and LGBTQIA+ issues, oral and written communication.

Compensation: This is an unpaid internship. We are willing to collaborate with interested individuals to secure external funding, course credit, or recognize work as an in-kind service donation.

Application Process:

Resumes, a brief cover letter, and 500-word writing sample of your choice should be submitted through our online internship application form located [here](#). Applications will be accepted, reviewed, and selected on a rolling basis unless otherwise noted on the online application form.

Transgender people, disabled people, Spanish speakers, low-income and upwardly mobile people, people of color, especially Black & Indigenous folk, are strongly encouraged to apply. Current or former Maryland residents are strongly encouraged to apply.

Equal Opportunity Employer: FreeState Justice is an equal opportunity employer and does not discriminate on the basis of sex, sexual orientation, gender identity or expression, race, ethnicity, national origin, religion, disability, HIV status, or any other status protected by applicable law.