



Intercommunity Justice and Peace Center - Intern

IJPC is excited to offer internship opportunities to college students during the Spring, Summer, and Fall semesters. Applicants should be passionate about peace and justice issues.

About the Intercommunity Justice and Peace Center (IJPC):

IJPC is a small, dynamic nonprofit organization whose mission is to educate and advocate for peace, challenge unjust local, national and global systems, and promote the creation of a non-violent society. We mobilize people of Greater Cincinnati to raise their voices, take action, and create change. For more information, visit www.IJPCcincinnati.org

Intern positions: The following intern positions are available for the Spring 2022 semester.

- Program Intern (Immigration and Human Trafficking)
- Program Intern (Death Penalty and Peace/Nonviolence)
- Operations Intern (Communication and Fundraising)

Job Responsibilities (may include but are not limited to): Research issues; write informational pieces for handouts, toolkits, social media, website, and newsletter; prepare, design and/or distribute educational materials; help plan virtual events, programs, rallies/demonstrations and prayer services; attend meetings of collaborating groups; help facilitate community meetings; donor management, including some data entry; contribute content to IJPC's blog; assist with overall center activities

Expectations/Qualifications:

- Commitment of 10+ hours per week for 10-12 weeks
- Report to the IJPC office for work in-person on recurring weekly schedule (with flexibility)
- Be able to work independently and be highly motivated
- Work on large and small scale projects and manage time effectively
- Work collaboratively with staff and share in office chores and other duties as requested
- Responsibly represent IJPC in communication with the public, volunteers, collaborators, etc.
- Communicate effectively and in a timely manner via email and phone
- Work well with a variety of people and be open to new experiences
- Proficiency in Microsoft Office and Google Drive products

Other benefits of an internship with IJPC:

- Join a small dynamic office and take on projects relevant to your interests and talents
- Learn how a small nonprofit operates by pitching in wherever needed
- Challenge yourself and grow in their knowledge of social justice and solidarity.

How to apply: To start a conversation about interning, contact Hayley at Hayley@IJPCcincinnati.org or 513.864.5782. Visit our website at IJPCcincinnati.org to learn more about our work.