



TENNESSEE
**Immigrant
& Refugee
Rights**
COALITION

Campaign Organizing Internship

Background:

The Tennessee Immigrant and Refugee Rights Coalition (TIRRC) is a statewide, immigrant and refugee-led collaboration whose mission is to empower immigrants and refugees throughout Tennessee to develop a unified voice, defend their rights, and create an atmosphere in which they are recognized as positive contributors to the state.

Internship Description:

The Campaign Organizing Intern will join our Organizing team as a part of TIRRC's Civic Engagement program. Focusing its attention on immigrant and refugee youth and their allies, the Civic Engagement program seeks to empower immigrant communities from diverse backgrounds to recognize, understand, and remove barriers from being involved with civic engagement in the state of Tennessee. The Campaign Organizing Internship will work closely with the TIRRC Campaign Organizer on presentations and meetings with new communities, coordinating actions and logistics for events, training sessions, voter registration, and canvassing throughout Davidson County. Through this internship, you will gain skills, knowledge, and experience in grassroots community organizing, political education, legislative campaign planning, and community outreach.

Responsibilities include:

- Assist with organizing voter registration, phone banking, and canvassing throughout the state during the election season
- Helping build a volunteer canvassing project for the 2018 elections
- Lead and organize volunteer canvasses during the 2018 election season
- Coordinate meetings and presentations with community members and outside groups
- Research state and local policy changes
- Data entry and follow up with new members
- Other duties as necessary

Qualifications & Experience:

- Strong commitment to TIRRC's vision and mission
- Desire to learn about diverse communities
- Interest in social change and current events
- Ability to work well as part of a team
- Organized and detail oriented
- Basic literacy with Microsoft Office, popular social media platforms, and data management systems
- Ability to work some weekends and evenings

Hours per week:

Minimum 10 hours a week; at least 3 months (Internship can exceed up to 12 months)

Benefits:

Will receive regular training from experts in the field of communications, community organizing, and advocacy. Letters of recommendation provided upon successful completion of the internship. This is a non-paid internship.

To apply, please send your resume and cover letter to Cesar at Cesar@tnimmigrant.org.

Please detail why you think you are the right candidate for this position and organization, addressing the points listed above and highlighting your experience working in immigrant communities and your knowledge of technology-based products and programs. Please, no phone inquiries. The position will remain open until filled. We are an Equal Opportunity Employer and encourage women/men and people of color to apply.