



THE DENVER FOUNDATION

Padres Unidos, Inc.

Address:

3025 W. 37th Ave. Suite 206
Denver Colorado 80211

Access/Accommodations Available:

Padres' offices are not wheelchair accessible. They are located on the 2nd floor of a church building with no available elevator in the building. Unfortunately, Padres is unable to provide accommodations.

Will intern be expected to use their car for this position?

Generally, our staff use their own transportation to perform day-to-day duties, which require travel to schools and other locations for meetings. We will compensate the intern at a rate of \$50/mo. for use of his/her/their car to attend these off-site meet

Mission:

Padres & Jóvenes Unidos is a multi-issue organization led by people of color who work for educational equity, racial justice, immigrant rights and quality healthcare for all. Jóvenes Unidos, the youth initiative of Padres Unidos, emerged as young people became active in reforming their schools, ending the school to jail track and organizing for immigrant student rights. Both Padres and Jóvenes Unidos build power to challenge the root cause of discrimination, racism and inequity by exposing the economic, social and institutional basis for injustice as well as developing effective strategies to realize meaningful change.

General Description of Work:

The Community Organizer Intern is part of a Field Team responsible for developing, planning and executing effective organizing strategies in the field (target schools, neighborhoods and communities) in order to secure local and state-wide campaign wins. The summer is a very exciting time because in addition to working on our campaigns, the intern will also help execute our leadership development programming which include political education sessions and organizing skills-building trainings for existing and emerging leaders.

An internship with Padres & Jóvenes Unidos offers a unique work experience that provides hands on learning opportunities for developing numerous new skills and honing existing skills that are transferable to future professional and academic pursuits. This intern will learn the basics of organizing for racial justice and help lead organizing activities and programs.

Specific Responsibilities:

- Grow and sustain the organization's base of members by conducting regular on-going cold outreach such as canvassing, presentations, tableing, flyering, school outreach, phone banking, as well as follow-up work such as one-on-ones, house meetings, and chapter and member meetings.
- Plan, coordinate and lead organizational activities such as meetings, trainings and actions and mobilize members to these activities.



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- Develop the leadership skills of our parent and/or youth leaders through formal and informal trainings, one-on-one coaching and mentoring.
- As needed, participate in ally events and activities to build and maintain the organization's visibility and community solidarity.
- Maintain strong records that document his/her/their work, including: utilization of database; turnout trackers; reflections; debrief notes; meeting notes; work plans and reports, etc.

Student Qualities/Experiences Desired:

- Comfortable working with, supporting and developing members and leaders – including meeting with them in diverse settings and keeping in regular contact with leaders through phone, email, and other individual and group contact.
- Strong communication skills. Bilingual English-Spanish preferred.
- Take initiative, excellent planning skills and ability to work as part of a team or independently.
- Must have basic level of proficiency with MS word processing and database programs

Typical Work Schedule:

Our typical office hours are from 10am to 7pm, Monday - Friday.

Work Outside of Typical Schedule:

Some evening and weekend work will be required with advance notice. As a community organization, we seek times that work best for our membership and community.