



THE DENVER FOUNDATION

Colorado People's Alliance

Address:

700 Kalamath St.
Denver Colorado 80204

Access/Accommodations Available:

Offices are accessible for persons with disabilities and accommodations will be made for candidates with special needs.

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

An intern would not need their own transportation to perform daily duties.

Mission:

Colorado People's Alliance (COPA) is a racial justice, member-driven organization dedicated to advancing and winning progressive social change locally, statewide and nationally. COPA builds power to improve the lives of all Coloradans through leadership development, organizing and alliance building.

General Description of Work:

The COPA Summer Internship position would allow the intern to grow as a community organizer at a racial justice, member-led organization. The internship will focus on our Economic Justice (EJ) campaign but interns will also have the opportunity to be involved with the Immigrant Justice or Climate Justice campaigns. Within the EJ campaign they will gain experience in community organizing by learning about local control (allowing municipalities to raise the minimum wage), building relationships with members, canvassing, facilitating meetings, and planning direct actions within the campaign. Interns will also support with research and communication needs.

Specific Responsibilities:

Assist in the development and execution of events, direct actions, and meetings; including coordination of agendas, facilitation, logistics, registration, and turnout. Support in research for ongoing and upcoming campaigns around our issue areas of racial, immigrant, climate, and economic justice. Support member leadership development through consistent engagement. Provide general support to partners and facilitators at meetings. Engage in membership recruitment. Assist with base-building canvass. Assist with media and social media engagement. Assist in other communication or research areas as needed.

Student Qualities/Experiences Desired:

Commitment to social justice and a member-led leadership model. Experience working with diverse communities. Proficient in all facets of event and meeting planning. Comfortable with Microsoft Office. Ability to adapt, openness to learn, and strong communicator. Experience in community or student organizing preferred but not required. Bilingual English and Spanish preferred but not required.

Typical Work Schedule:

It varies from week to week depending on the campaign.

Work Outside of Typical Schedule:



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There may be an action, event, or meeting that is be scheduled without more than a week's notice. Typically there will be evening and weekend hours. On days when the intern works late, they will start late, and on weeks when the intern works on weekends, they will either take a week day off or work shorter hours during the week.