

Action Committee Internship

The Action Committee drafts, implements, and analyzes Minnesota NOW's engagement strategy. The Vice President and Legislative Coordinator are members of this committee; the Vice President acts as chair.

Intern Duties and Responsibilities

- Expand our action calendar and community contact list
- Examine and improve volunteer recruitment process
- Research and implement volunteer engagement strategy
- Monitor legislation and draft Action Alerts for our membership
- Plan and/or host activist open houses
- Assist with planning our annual state conference
- Logistics and action planning for our issue committees or chapters as necessary

Qualifications

- Knowledge of basic feminist principles and passion for feminist activism
- Excellent verbal and written communication and team facilitation skills
- Strong organizational skills and the ability to multi-task
- General computer skills, including familiarity with Microsoft Office applications; experience with CRM systems such as TrailBlazer is a plus
- Experience and/or interest in the field of political science, public policy, sociology, gender or women's issues, civil or human rights, and/or social justice