

PARTNERS IN DEMOCRACY

Undergraduate Summer Internship - 2024

Who We Are

Partners In Democracy (PID), a 501c4, is a start-up organization, founded in 2022, by Danielle Allen, democracy advocate and former gubernatorial candidate in Massachusetts. Its mission is to renovate the institutions of our democracy at the state and local level to achieve full inclusion, responsiveness, and resilience, and in so doing to achieve justice by means of democracy.

The Role

PID is seeking Summer Interns to support our Development, Communications, Organizing, and Strategy functions. Fellows will have the opportunity to develop skills in one or more of these functions.

What You'll Do

- Gather and analyze data to develop strategic approaches towards the function's key goals
- Work closely with PID leadership to plan and execute initiatives including:
 - Development - fundraising plans, outreach tactics, progress-to-goal measurement, database management, donor research
 - Communications - social media strategy and content development, email content creation, press release drafting, media tracking, development of content library
 - Organizing - volunteer recruitment and training, reporting, outreach
 - Strategy - research, development and planning of strategies and partnerships

Keys to Success

All successful candidates for roles with Partners In Democracy will possess the following:

- Strong familiarity with and commitment to DEI principles, or openness to learn and adopt these principles
- Commitment to lifting up the perspectives and priorities of the communities we aim to reach
- Keenly aware of how systems and processes can be built and revised to advance equity

- Openness to feedback and understanding that good ideas can come from anyone

Successful candidates for the Summer Fellow role will also possess the following:

- Strong attention to detail
- Strong interpersonal and written communication skills
- Ability to work independently with minimal supervision
- Ability to handle complex and confidential information with discretion
- Competency using a variety of computer programs

If you believe that you qualify for at least 70% of this job description we encourage you to apply. We know that imposter syndrome and the confidence gap can prevent strong candidates from applying to a job unless they see themselves as a 100% fit. We would love to hear from you.

Important Details

We are working remotely for the time being, but priority will be given to applicants from Massachusetts or who are studying at Massachusetts based colleges/universities.

Interns are expected to work between 20 to 30 hours per week during the summer with a salary between \$2000 and \$3000 per month. Specific time commitment and salary to be defined prior to beginning work.

This role is subject to a background check to the extent permitted by law.

EEO Statement

Our team is committed to equal employment opportunity (EEO). We will not discriminate against team members or applicants for employment on any legally-recognized basis ["protected class"] including, but not limited to: race; color; religion; genetic information; national origin; sex; pregnancy, childbirth, or related medical conditions; sexual orientation, gender identity and/or expression, age; disability; citizenship status; uniform service member status; or any other protected class under federal, state, or local law.

To apply

Please submit your resume and 2-3 references to team@partnersindemocracy.us. Cover letter optional. Please indicate which function(s) you are interested in.