



Community Organizing Intern

SAJE's mission is to build community power and leadership for economic justice.

Since 1996 SAJE has been a force for economic justice in our community focusing on tenant rights, healthy housing, and equitable development.

SAJE has taken many notorious slumlords to court, has established a land trust, and helped implement innovative popular education programs. We run a regular tenant clinic, help connect local residents to jobs, and fight for community benefits regarding future development through private agreements and public policies.

We believe that the fate of city neighborhoods should be decided by those who dwell there, and we convene with other organizations to ensure this occurs in a manner that is fair, replicable, and sustainable.

SAJE is seeking dynamic **Organizing Team Interns**

Reporting directly to a respective field coordinator, the **Organizing Team Interns** will be responsible for assisting the Organizing team with support on all Organizing initiatives by supporting campaign initiatives, supporting tenant engagement, data management and with other events that SAJE participates in.

The individual will also support the organizing team in organizing strategies and providing their skills and knowledge to provide support in campaign plans and outreach efforts of the campaigns..

We are looking for an individual eager to help further SAJE's mission and to learn or enhance research and analytical skills that may later be applied toward other social- and economic-justice goals.

Important Skills & Interests for all SAJE Internships:

- Passionate about Housing and Tenant Rights Justice
- Familiar with South LA
- Independent / Takes Initiative
- Curious

Responsibilities:

- Help maintain campaign contact and referral database
- Support with phone banking, curriculum development, and other outreach activities
- 10 hours a week
- Support Organizing Department in Organizing activities such as phone banking, planning meetings, attending virtual community meetings, and attending community events as needed and based on availability.

REQUIRED QUALIFICATIONS:

- Available for 10 hours / week
- General Knowledge of Microsoft Word, Excel, and PowerPoint

- Enthusiasm and dedication to teamwork.
- Ability to work independently with little supervision.
- Verbal and written communication skills.
- Ability to organize and prioritize work.
- Organized and detail oriented; able to maintain records
- Belief in social justice work that empowers communities
- Ability to maintain high standards in Organizing tracking systems.
- Interpersonal and friendly

PREFERRED QUALIFICATIONS:

- Bilingual (English and Spanish)

Students are encouraged to apply for credit. Internship is unpaid.

Preferred Hours:

Hours can be negotiated/scheduled depending on location of canvassing activities/ need of supervisor/ meeting times.

SAJE's office hours are 10-6

Monday-Friday

To apply:

Please contact Kaitlyn Quackenbush at kquackenbush@saje.net and fill out google doc tinyurl.com/sajevolunteer

NOTE: At this time all internships will be conducted remotely due to COVID-19