



Summer Internship Opportunity - 2023

UU FaithAction NJ is an NJ-based non profit working to create a just New Jersey free from systemic oppression and greed, full of engaged people committed to each other, to our communities, and to the earth.

Mission: Grounded in our Unitarian Universalist faith, we are confronting systemic injustice and building a more compassionate society in New Jersey by:

- **Educating** ourselves and others on social and political issues
- **Mobilizing** individuals and congregations to act for justice
- **Advocating** for equitable and sustainable public policy.

Thanks to the ongoing participation and financial support of our 21 member congregations and individual donors, **UU FaithAction** provides both the advocacy and legislative leadership that both makes a real difference on issues of equity and justice, but also helps us build wider alliances between front-line communities, advocacy groups, legislators and key coalitions across the state. More at <https://www.uufaithaction.org/>

Internship Opportunity : We are looking for an intern to help map, reorganize, and update some pages on our website. Our website is built on WordPress.

Start date is flexible. Internship will be for 10-12 weeks.

Hourly rate: \$ 18 paid bi weekly via direct deposit. Alternate arrangements will be considered. Number of hours: 12 - 15 hours per week.

Tasks: Our intern will

- Gain familiarity with our work and the work of our task forces.
- Map the web pages for our task forces on the UU FaithAction website.
- Design, find images, and build/ update the webpages for our task forces based on a template generated by our communications committee with content created by the Task Forces.
- These Task Force web pages should reflect the overarching vision of the task

forces and more specifically focus on their current short term goals.

- The updates should be done in conjunction with the Task Force Chairs, the Executive Director, Communications Committee, Communications Coordinator and the Office Administrator.
- Build new donations options on our donations page.

Qualifications:

- The ideal candidate will be able to understand and articulate the UUFANJ vision and create web pages that reflect our core purpose. Our intern will need to be familiar with Wordpress and will have a working understanding of how to utilize their skills to build out web pages for our task forces.
- Must be currently enrolled in bachelor's or graduate program at an NJ college or university.
- Must possess the required technical knowledge and skills, completed course work, projects, or relevant work related experience.
- Pursuing a major in: Computer Science, Information Technology, Communications, ComputerEngineering, Business/IT Systems Management or related fields. Other majors would be considered but must demonstrate familiarity and competence with the relevant software.
- Must be available to work remotely.
- Authorized to work in the U.S. without requiring visa sponsorship.
- BIPoC students are encouraged to apply.

Other requirements: Interns will be required to

- Attend staff meetings once a week.
- Meet with the ED of the organization once a week and as needed.
- Work with the Task Force chairs to arrive at the final versions of the updated web pages.

How to apply:

Please send a resume and cover letter to meera@uufaithaction.org

Please mention why this project is meaningful to you.

Applications will be reviewed on a rolling basis. We will contact those applicants we wish to interview.