Spring 2013 Peacemaker Internship - Legislative

Massachusetts Peace Action is seeking students, recent graduates, or young activists who can commit 8-12 hours per week from February to May. The internship is unpaid. Start and end dates are flexible but the student should be able to work at least 10 weeks during the spring. Our office is located in Harvard Square, Cambridge.

Massachusetts Peace Action is a statewide membership organization working to develop the sustained political power to foster a more just and peaceful U.S. foreign policy. Through grassroots organizing, policy advocacy, and community education, our priority issues for 2013 are: promote reductions in the military budget to fund programs that address jobs, the environment and human needs; end the war in Afghanistan and prevent one with Iran; and abolish nuclear weapons.

The Legislative Intern will focus on organizing support for a Budget for All resolution in the Massachusetts State House, on tracking the items on Mass. Peace Action’s legislative agenda, and mobilizing support and opposition in Congress for the bills we support and oppose.

Responsibilities will include:

- Updating the Legislative Scorecard with current legislation, sponsorship and vote results
- Writing updates for our supporters on the legislative agenda; posting updates via email, Facebook, Twitter, website etc
- Contacting Congressional and Legislative offices to communicate requests
- Contacting Peace Action supporters who are constituents of legislators and asking them to contact legislative offices
- Drafting educational and promotional materials (flyers, fact sheets)
- Assisting with mailings, data entry, vigils, rallies and other general office tasks as needed

Qualifications:

- Demonstrated commitment to grassroots organization for progressive social change
- Understanding of the global and domestic effects of U.S. militarism; knowledge of the U.S. political process
- Strong writing and analytical skills
- Word, Excel, Google docs, blogging, Facebook and twitter as organizing tools
- Self starter. Desire to work as part of a small team in a grassroots setting

To apply, please submit a brief cover letter, resume, and (optional) short sample of your writing, creative or community work (e.g. a flyer, fact sheet, blog link, web page, news article, etc. that you have created) to cole@masspeaceaction.org. Include in your cover letter your interest and/or experience with peace and justice work. Applications will be evaluated on a rolling basis.

December 2012