Title: Advocacy and Engagement Intern

Responsible to: Director of Public Policy & Advocacy

Salary: Stipend provided, plus statewide exposure of your work, a UWT t-shirt, and additional opportunities you won’t get at other jobs.

Hours: 10-15 hours per week with a flexible remote schedule during business hours, M-F 8-5pm
This 10-week internship starts on or around January 18, 2022.

Overview: United Ways of Texas (UWT) is seeking a highly motivated intern to assist in the analysis, organization, communication, tracking and advancement of United Ways of Texas priorities. This is an exciting opportunity for an undergraduate or graduate student looking to get hands on experience working at a nonprofit with a statewide focus. Key responsibilities include assisting with policy and advocacy communications to membership and conducting research on UWT public policy issues. The internship will provide a valuable opportunity to directly contribute to United Way’s work driving systemic change that positively impacts communities across Texas.

Key Responsibilities:

1. Conduct research on UWT priority issues, including the 2-1-1 information and referral system and state employee charitable giving.
2. Develop resources to support communities engaged in policy and advocacy.
3. Develop stakeholder maps, surveys and other advocacy engagement tools.
4. Assist with policy and advocacy communications to membership.
5. Assist and contribute to social media platforms, including Facebook and Twitter.
6. Assist with additional related projects as they arise.

Qualifications/Experience:

- At least 60 hours of college credit
- Experience/interest in the nonprofit sector and public policy
- Excellent verbal and written communication skills; proficiency in Microsoft suite
- Organized self-starter who can exercise independent judgment and work independently when needed

About UWT: United Ways of Texas is the voluntary state association of Texas United Ways. With 65 United Way members statewide, the association works to represent the public policy interests of our members, provide members education opportunities and lead statewide initiatives designed to improve Texas communities.

To apply: Please email a copy of your cover letter, resume and a writing sample to: Kimberlee Brown, Human Resources, kimberlee.brown@uwtexas.org with the subject: Advocacy and Engagement Intern by January 7, 2022.

United Ways of Texas is an equal opportunity employer. We actively seek to build an organization that reflects the diversity of the population served by local United Ways.