



*Building Relationships. Creating Healthy Communities.*

**Internship Title:** Immigrant Justice Partnerships Intern

**Supervisory Relationship:** Capacity Building Program Manager, Immigrant Justice Partnerships

**Organization General Description:** The Resurrection Project (TRP) builds trusting relationships to educate and propel individuals, immigrants, and families to achieve their social and economic aspirations, stable homes, and equitable participation in their community. TRP is a leading provider of affordable housing, financial education, and immigration services on Chicago’s Southwest side.

During the past three decades TRP, has worked to improve the lives of individuals and families by creating wealth, building assets, and engaging residents to be catalysts for change. Rooted in the Pilsen community, TRP’s impact now extends across the City of Chicago and through the State of Illinois; we are making steady progress towards leveraging and preserving more than \$1 billion in community wealth by 2025.

### TRP MODEL



**Department Description:** The goal of TRP’s Immigrant Justice Department is to provide opportunities for authentic local immigrant leadership, to offer holistic community-based immigration legal services, and to work in coalitions to expand access to legal representation.

### **Internship Duties and Responsibilities:**

- Assist Program Managers with:
  - Creating resources such as flyers, graphics or other material on immigration policy.
  - Compiling up-to-date information and contact list on elected officials and organizational districts.

- Maintaining up-to-date organizational and referral directory for partner organizations.
- Managing social media platforms and website for Illinois Access to Justice and Chicago’s Legal Protection Fund.
- Organizing grant recipients to quickly respond to changes in immigration policy and enforcement.
- Event planning, coordination and execution.
- Complete a special interest project designed by intern and supervisor during internship.
- Support TRP’s Immigrant Justice Legal Clinic staff in preparing DACA renewal applications.
- Participate in community events hosted by other TRP departments.
- Support and participate in public education workshops regarding important issues facing the immigrant community.
- Remain updated on current developments in immigration law, policies, and trends in Illinois.
- Maintain confidentiality.
- Perform other duties as assigned.

**Interns will build skills in:**

- Public speaking
- Facilitating activities and meetings
- Event planning
- Relationship and coalition building
- Reviewing data
- Creating materials
- Using Canva
- Time management
- Utilizing social media
- Spanish language skills

**Essential Knowledge and Skills:**

- Bilingual in English and Spanish required.
- Desire to learn about immigration law and policy.
- Strong people and intercultural skills required.
- Proficient knowledge of MS office and internet required.
- Prior knowledge or experience immigration law and policy not necessary.

**Special Working Conditions and Demands**

Intern will need to work to report to the TRP Immigrant Justice office in-person for two days of the week.

**Duration of Internship & Time Commitment**

- Internship cycle is from August 22, 2024 – December 13, 2024.
- 15 - 20 hours per week.

**Compensation:** If funding is not provided by university or college, interns are eligible for up to a \$1,200 stipend per month of internship.

**Application Instructions:** Only undergraduate student applicants will be considered. Please send a brief cover letter and resume by e-mail with subject line “TRP Immigration Partnerships Internship” to Lilia Escobar at [lescobar@resurrectionproject.org](mailto:lescobar@resurrectionproject.org). Please include your school schedule and schedule of availability in your cover letter

(i.e., days per week, hours per week). The last day to submit an application is Friday, August 2, 2024. No phone calls please.