



## Richmond Youth Organizing Internship Job Description

### **Youth Organizing Intern**

Communities for a Better Environment (CBE), a California state-wide environmental justice organization is looking to hire a Youth Organizing Intern. The mission of CBE is to build people power in California's communities of color and low-income communities to achieve environmental health and justice by preventing and reducing pollution and building green, healthy, and sustainable communities and environments.

The Youth Organizing intern will provide support with summer activities for the Richmond Youth Program (Youth EJ), which is based in the City of Richmond and surrounding neighborhoods (i.e. North Richmond, San Pablo, Rodeo, etc.). Summer activities mainly connect to the Regional Leadership Academy, which is our summer training for members and residents in East Oakland and Richmond area. We will overview topics including, grassroots feminism, energy, just transition, emergency preparedness, and organizing.

### **Specific Internship Skills:**

- Assist with creating curriculum
- Lead or co-lead sessions in summer Regional Leadership Academy
- Support organizers in getting supplies and setting up logistics for the Regional Leadership Academy
- Conduct one-on-one meetings with youth members to get feedback on their leadership growth and participation in the youth program
- Do outreach to youth, including recruitment for Youth EJ and other summer activities
- Assist communications lead in completing monthly newsletters, social media, and updating website

### **Experience and Internship Requirements:**

- Availability to work evenings and weekends
- Experience using Microsoft applications (PowerPoint, Word, Excel, etc.) or willingness to learn
- Knowledge of, or willingness to learn about, of Environmental Justice issues in Richmond

Experience in sending emails (or willingness to learn)

### **Compensation:**

This is a temporary, part-time (10 hours a week) position, with an hourly rate of \$15. Due to the temporary part-time nature of this work, we are unable to offer benefits. This internship will last until August 9th, 2019.

To apply for this position please send your resume and cover letter to [jobs@cbeocal.org](mailto:jobs@cbeocal.org) by May 17, 2019.