Summer 2021 Internship:  
Program Coordination – Global

The Solidarity Center is the largest U.S.-based international worker rights organization helping workers attain safe and healthy workplaces, family-supporting wages, dignity on the job and greater equity at work and in their community. Allied with the AFL-CIO, the Solidarity Center assists workers across the globe as, together, they fight discrimination, exploitation and the systems that entrench poverty—to achieve shared prosperity in the global economy.

The Solidarity Center provides a wide range of education, training, research, legal support and other resources to help build strong and effective trade unions and more just and equitable societies. Our programs—in some 60 countries—focus on human and worker rights, union skills, occupational safety and health, economic literacy, human trafficking, women’s empowerment, and bolstering workers in an increasingly informal economy.

The Solidarity Center’s headquarters in Washington, DC is offering virtual internships to students and recent university/college graduates during the summer 2021 (undergraduate, graduate, and law students). Solidarity Center internships provide a great opportunity to work for social change.

Interns are required to work full-time (35 hours per week), 5 days a week, for 8 weeks. Work will be conducted online from the intern’s resident location. Full-time interns will receive a $4,000 stipend during their internship.

Position: Program Coordination  
Location: Virtual (from intern’s resident location)  
Time-period: June-August 2021, full-time (35 hours per week, 5 days a week, 8 weeks)

Position Description: The intern will do two research projects, serve as support to Program Coordination meetings.

Responsibilities:
1. Research to support the global racial justice programming
   - Conduct a mapping of the SC Racial Justice work in the Americas and produce a document that summarize the work across the region
   - Conduct research identifying locally embedded indigenous anti-racist and anti-ethnic discrimination organizations and emerging worker rights/union leaders and racial justice activists from marginalized communities
2. Set up tracking system for current grants for Program Coordination - track report submissions, and collecting products developed by departments to store in database
3. Develop and maintain Program Coordination calendar; working with program departments to develop a comprehensive calendar
4. Support working groups; Intersectionality Equality and Inclusion, Organizing, Belt and Road, and Informal Economy working groups. Help arrange meetings, take notes, assist with arranging interpretation and zoom.

Qualifications:
- Demonstrated interest in social and racial justice
- Background knowledge of social and economic justice issues as it relates to human rights
- Demonstrated excellent writing skills
- Good qualitative and quantitative research skills
- Very good computer skills including word processing and Excel
- Ability to meet deadlines, and work under short deadlines and quick turnaround requests
- Familiarity with economic development issues, and understanding of issues regarding implementation of international development programs
- Good communication and interpersonal skills
- Good judgment and ability to think creatively
- Ability to work independently

Deadline: Applications are being accepted until the position is filled.

To apply: To apply, submit a cover letter, resume, and writing sample (3-5 pages) to Solidarity Center Internship Coordinator, Nalishha Mehta, at nmehta@solidaritycenter.org.

Please indicate the specific internship you are applying for in your cover letter and submit all documents as Word or PDF attachments to the email. If you are applying for more than one internship, please submit a separate application for each internship. Please no telephone calls. Due to capacity constraints, only short-listed candidates will be contacted.

The Solidarity Center is an equal employment opportunity employer that does not discriminate against any person employed or seeking employment based on race, color, religion, sex, sexual orientation, gender identity, national or ethnic origin, age, marital status, disability, veteran status or any other status protected under applicable law. Candidates from traditionally underrepresented groups are strongly encouraged to apply.