



2019 - 2020 PARENT SCHOOL PARTNERSHIP INTERNSHIPS

LOS ANGELES NATIONAL HEADQUARTERS

Founded in 1968, the Mexican American Legal Defense and Educational Fund (MALDEF) is the nation's leading, nonprofit Latino civil rights organization. MALDEF is dedicated to protecting and promoting the civil rights of the more than 40 million Latinos living across the United States through advocacy, community education, and litigation. MALDEF currently focuses its efforts in the following program areas: education, employment, immigrants' rights, political access, and public resources equity. Since 1989, MALDEF's Parent School Partnership (PSP) Program has trained thousands of parents and community leaders nationwide to become change agents in their communities by providing them with the tools to effectively advocate for school and community improvement and to become actively involved in their children's educational success.

QUALIFICATIONS: An interest in civil rights and education. Possess strong verbal and written communication skills. Bilingual capabilities (spoken and written English/Spanish) are preferred. Must be computer/social media savvy, be able to think independently and take initiative, be organized and detail oriented, and be willing to work as a part of a team under tight deadlines and quickly shifting priorities.

JOB DUTIES: The PSP Program Intern will assist Program staff in Los Angeles with general office and program support. Will attend and co-facilitate a PSP class, contribute to the development of a community resource map, input data, and participate in the coordination of field trips and events.

DURATION: Summer: 10 weeks, 20 hours per week (Can vary depending on fellowship or work-study guidelines)

Fall/Winter/Spring: 1 semester/quarter, 15 hours per week.

COMPENSATION: Unpaid. Interested applicants should apply for fellowships or work study funds through their school.

TO APPLY: Send cover letter, résumé, and 3 to 5 page writing sample by email to: jobs@maldef.org
Please include the following in the subject line of your email:

Your Name – LA Summer 2019 PSP Intern

Attachments should be in .doc, docx, .rtf, .txt or .pdf format

Incomplete applications will not be considered.

DEADLINE: Summer internship applicants must submit materials by no later than **March 1, 2019**. Internships filled on a rolling basis. Early applicants receive first consideration. A limited number of positions are available.

MALDEF is an Equal Opportunity Employer.
For more information, visit: www.maldef.org/about/jobs
Follow us on Twitter: [@maldefjobs](https://twitter.com/maldefjobs)
Friend us on Facebook: [Maldef HR](https://www.facebook.com/MaldefHR)