



SEARAC National Policy Intern

The [Southeast Asia Resource Action Center](#) (SEARAC) is a national civil rights organization that empowers Cambodian, Laotian, and Vietnamese American communities to create a socially just and equitable society. SEARAC's national policy work covers the areas of *health, education, immigration, and census* as it impacts Southeast Asian Americans across the country. The national policy intern would work closely with the immigration and education policy advocates, and be supervised by the Director of National policy to support efforts to advocate for access to affordable, culturally, and linguistically appropriate care, education equity, immigrant justice, and a robust census. This position is a good fit for someone with strong research skills, high attention to detail, and a passion for social justice.

Primary responsibilities

- Research, analyze, and update data to inform SEARAC's fact sheets, congressional target lists, and other materials as it support federal advocacy
- Represent and take notes for SEARAC at coalition meetings, legislative office meetings, community events, and other policy-related events;
- Help plan and implement SEARAC events including legislative visits, congressional briefings, community roundtables/calls, SEARAC convenings, trainings, etc.;
- Conduct, summarize, and disseminate research and analysis on the impacts of health, education, census, and immigration on the Southeast Asian American community;
- Conduct story collection through interviews and writing to uplift Southeast Asian American voices in support of policy priorities;
- Assist SEARAC national policy and field teams with current campaigns or projects, as necessary; and
- Participate in SEARAC national policy team meetings, organization-wide meetings, and support with administrative duties.

Desired qualifications:

- Exceptional and demonstrated writing and editing skills
- Experience conducting research and analysis
- Passion for racial equity and social justice
- Demonstrated interest in Southeast Asian American communities and/or community development, social justice, and policy analysis

To apply:

Please submit following materials via e-mail to Kelsey Hendrixson, at kelsey@searac.org and include national policy internship application in your subject line.

- A résumé
- A statement of interest
- A short writing sample (5 pages maximum)
- Contact information for one recommendation

Compensation:

If they meet the minimum requirements, interns may be eligible to receive a \$2,500 stipend upon completion of the internship OR receive course credit, but not both. To receive the stipend, the intern must not be receiving funding from another source, such as a fellowship or another internship program. For more information, please contact the internship coordinator.