

## **“Beyond The Binary” Internship Project at Hudson Pride Center**

### **OVERVIEW**

Hudson Pride Center is a home *and* a voice to the diverse LGBTQ+ community of Hudson County. Our mission is to enhance the lives of LGBTQ+ people by creating a safe physical and virtual home, social services and programs that meet the ongoing needs, and to build trust with each and every person that seeks our help.

We are a 501(c)(3) non-profit community-based organization serving Hudson County and home to the largest LGBTQ+ community in New Jersey. Hudson Pride was established in 1993 to serve as an advocate for both the LGBTQ+ and HIV/AIDS communities in Hudson County and almost 30 years later, we are still delivering a wide array of services, programs and events!

### **INTERNSHIP OVERVIEW**

This position is tailored for a person who identifies along the transgender and/or non-binary spectrums, and is committed to working directly with the community as well as lead our social/support group at Hudson Pride. This Internship position requires a 6-month commitment period. The internship is a part-time, unpaid position. Most hours are flexible, but availability on **Tuesdays from 4pm - 8pm is required.**

### **INTERN ROLES AND RESPONSIBILITIES**

The internship program is designed to provide interns with opportunities to learn about non-profit work, to gain experience in event planning/fundraising, and to enhance their understanding of social service-related LGBTQ+ issues. Interns will work under the direct supervision of Hudson Pride Center’s Executive Director and Director of Programs. They will also have the opportunity to work with other staff members on a wide variety of projects.

### **Assignments will include:**

- Plan, organize, and facilitate weekly Social/Support group meetings
- Maintain group meeting records and provide written content on group activities for grant reports
- Assist with planning workshops and events for the “Beyond The Binary”, Program
- Help plan and attend other HPC programs and events
- Outreach with the staff at general events that HPC is attending or tabling
- Work with the Staff to bring in new prospective transgender and non-binary clients to HPC
- Conduct intakes on new clients
- Conduct general research and outreach relating to current and prospective projects
- Perform administrative duties such as: email correspondence, answering HPC’s general phone line filing, and faxing
- Work on other projects as assigned

**Location:** Jersey City, New Jersey

\*This is a hybrid position that requires in-person and remote hours.



**Hudson Pride Center**  
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**Elizabeth Schedl, Executive Director**

## HOW TO APPLY

Please send a cover letter and resume to the Director of Programs, Stephanie Mills (She/Her) at [Stephanie@hudsonpride.org](mailto:Stephanie@hudsonpride.org)

*Hudson Pride Center is an equal opportunity employer and an inclusive organization. People of color, women, and LGBTQ people are strongly encouraged to apply...*