

Outreach Internship 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 Outreach Internship requires a 3-6 month commitment period. The internship is a part-time unpaid position. Hours are flexible.

ROLES AND RESPONSIBILITIES

The internship program is designed to provide interns with the opportunity to learn about nonprofit work and LGBTQ issues. Interns will work under the direct supervision of the Executive Director and the Director of Programs. The intern will also have the opportunity to work with other staff members in a wide variety of projects.

Assignments will include:

- Conducting in-person and virtual outreach at events that HPC is attending or tabling
- Work with all Staff to bring in new prospective clients
- Work with the MAI Staff to provide HIV+ clients appropriate services
- Provide general information about HPC and the services we provide
- Conduct Intakes on new clients
- Participate in specific HPC programs and events
- Conduct general research and outreach relating to current and prospective projects
- Perform basic office duties such as answering the telephone, filing, emailing, 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.

HOW TO APPLY

Please send a cover letter and resume to the Director of Programs, Stephanie Mills (She/They) at 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.