

# BI Brazos Interfaith IN Immigration Network

## Know Your Rights/Outreach Internship (Unpaid)

The Know Your Rights/Outreach Internship at BIIN is a great career builder for anyone interested in pursuing a career in immigration law, program management, volunteer management, nonprofit management, or social justice work. Upon completion, the intern can expect to acquire invaluable experience in nonprofit program management, public speaking, immigration policy, and community and event organizing.

### **Duties and Responsibilities:**

The Know Your Rights/Outreach Intern is responsible for providing up-to-date Know Your Rights presentations to the immigrant community on their individual rights, covering immigrants' Fourth and Fifth Amendment Constitutional rights when confronted by law enforcement or Immigration and Customs Enforcement officials (ICE) in various contexts, including at the home, at the workplace, and on the street. The intern is also responsible for coordinating the activities of the Red Migrante program, which teaches supporters to be witnesses to ICE raids by live-streaming detentions using cell phones and engaging in direct-action protests in response to immigration raids. Red Migrante has an emergency hotline for people to call when ICE has been seen in our community and a small group of volunteers is sent to the scene to confirm if there is an ICE raid and to video record it if there is indeed detention activity.

### **Activities may include:**

- Coordinate the schedule for Red Migrante dispatch and response volunteers.
- Collaborate with parishes and congregations, community-based organizations, and schools to coordinate Know-Your-Rights education.
- Represent BIIN at outreach events to widen our client network and speak directly about our services to the Brazos Valley immigrant population.
- Conduct outreach in person, through social media, and by collaborating with partner agencies and organizations.
- Attend and thoughtfully participate in committee meetings with an eye toward systemic solutions.
- Design and print flyers. Organize flyer campaigns.
- Provide accurate data collection for grant reporting and proposals.

### **Qualifications:**

- Desire to work with and support the immigrant community.
- Must be bilingual in both written and oral communication (Spanish).
- Must have a car and be able to travel throughout the BCS area.
- Must be computer literate (working knowledge of word processing, PowerPoint, Excel).

- Must commit to the entire internship period.
- Ability to respond quickly to the changing needs of a developing organization.
- Self-directed, with an ability to independently identify next steps and follow through on them.

**Start Date:** BIIN interns usually begin the second week of the semester.

**Time Commitment:** It is our hope that our interns experience as much of BIIN as they can, and truly become a part of our team. Therefore, we have created a program centered on a minimum of 100 hours allocated over the course of 10 weeks. However, BIIN allows interns to work additional weeks and hours if their program requires it or if they choose to be more involved.

**Compensation:** Though unpaid, the internship provides the opportunity to hone management and supervisory skills while making a tangible contribution in addressing the needs of the local immigrant community.

**Work Environment:** The intern will work in a small collaborative office environment.

**Academic credit:** BIIN has had interns work for three credit hours from the Sociology, Political Science, Hispanic Studies, and Philosophy departments' internship classes. BIIN is happy to work with interns to meet the requirements of their department's internship program.

**General Program Information:** BIIN's internship program is open to anyone who is interested in gaining experience managing programs.

**Goal:** Provide an educational opportunity involving hands-on activities while at the same time empowering the local immigrant community.

**Vision:** We view our interns foremost as learners who offer a valuable fresh perspective. We treat each intern as a professional team member and part of the BIIN family. Our staff is committed to the program, offering guidance, and appreciation for each intern's contribution.

### **To Apply**

For more information or questions on the general details of the internship program, contact Jaimi Washburn at [info@brazosimmigration.com](mailto:info@brazosimmigration.com). To apply for an internship position please send a resume and cover letter to [info@brazosimmigration.com](mailto:info@brazosimmigration.com) with the name of the internship you are applying for in the subject line.