



Position Title: Advocacy Intern
Department: Integrated Services
Reports To: Vice President of Programs & Integration
Revised: August 2017
Compensation: This is an unpaid internship position.

WHO WE ARE

Mi Casa Resource Center is committed to advancing the economic success of families with limited opportunities through a holistic, individualized, and integrated model for service delivery. For over 40 years, we have provided award-winning workforce, small business, and youth development programs throughout Metro Denver. We partner with some of the area's most respected organizations to provide a mix of economic and educational advancement services to assist families on their path to economic success.

POSITION SUMMARY

The Advocacy Intern will assist Mi Casa in moving forward on its Advocacy and Community Leadership work. Mi Casa advocates for the community it serves by serving on committees, councils and other leadership groups; through the media; and by advocating on issues at the local, state and federal level. While we are not an "advocacy" organization, we recognize that we have powerful stories to share that can inform and influence policy makers and the general public. Therefore, we have a responsibility to use this voice to support and empower our community. The Advocacy Intern will conduct research on legislation/proposed legislation and its impact on our community, help Mi Casa stay apprised on mission-related issues and opportunities to be more involved in advocacy efforts, and support and co-facilitate Mi Casa's staff Advocacy Committee. Candidates with a background or interest in social justice, anti-oppression, and/or empowerment-oriented practice with diverse clients are especially encouraged to apply, as Mi Casa would like to include more participant involvement in our advocacy efforts in the future.

KEY RESPONSIBILITIES

Operational Tasks

- Develop materials about Mi Casa's advocacy priorities and how different issues such as immigration, childcare, transportation, etc. impact our participants
- Track different mission-related legislation/proposed legislation
- Conduct background research on legislation/proposed legislation and make recommendations for proposed legislation to support or oppose
- Help to plan and facilitate/co-facilitate Mi Casa's Advocacy Committee meetings and efforts
- Document Mi Casa's advocacy work

Mi Casa's Mission: To advance the economic success of families with limited opportunities, as an organization grounded in our Latino heritage

Mi Casa's Core Values: Community, Integrity, Innovation, Expanding Opportunities, Connection



- Research how other direct service organizations engage participants in advocacy work and make recommendations to Mi Casa

Evaluation

- Conduct surveys/interviews of staff and/or participants related to advocacy efforts as needed

Community Relations

- Act as an ambassador of Mi Casa in the community and be knowledgeable about all program offerings of Mi Casa Resource Center while attending networking and community events
- Participate in community meetings and collaborations around Mi Casa's mission-related advocacy priorities

QUALIFICATIONS

- Student pursuing a graduate or undergraduate degree in Public Policy and/or Administration, Political Science, Public Affairs, Social Work, Sociology, or related field

KEY COMPETENCIES

- Strong oral and written communication
- Excellent collaboration and relationship-building skills
- Strong research skills
- Respect for low-income and diverse communities, understanding of the barriers facing people living in poverty
- Proactive in taking initiative
- Organization and time management skills
- Flexible and adaptable to dynamic work environment
- Bilingual in English and Spanish preferred
- Computer experience with word processing and spreadsheet

Interested persons should submit a cover letter and resume to Karen Fox Elwell, Vice President of Programs & Integration, at kelwell@MiCasaResourceCenter.org.

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