

Stonewall Youth

Supports, informs and advocates for Lesbian, Gay, Bisexual, Transgendered, Queer and Questioning (LGBTQQ) young people ages 21 and under.

www.stonewallyouth.org

360.705.2738

Qualifications for all interested interns:

Requirements

- Attend the Stonewall Youth Volunteer Orientation and Training.
- Sign and understand Stonewall Youth's policies and code of conduct.
- Pass a Washington State Patrol background check.
- Has demonstrated a commitment to social justice and having an anti-oppression analysis.
- Willing and open to understanding oppression and your own privilege.

Desired Skills and Abilities

- Organized
- Ability to work independently
- Strong communication skills
- Punctual
- Dependable

Further Opportunities for Learning and Personal Development

- Building your understanding and analysis of anti-oppression
- Attend workshops/trainings or conferences
- Networking
- Understanding non-profit functions

Internship Opportunities:

Internships are flexible and can be adjusted and negotiated to fit desired learning objects. There is also possibility to create your own internship if you are interested in working with Stonewall Youth in a different capacity other than the options provided below.

Auction Event Planning

Fall Quarter (September-December)

- Assist the Event Planner with various administrative set-up and tasks to support the auction.
- Procure items.
- Attend weekly committee meetings to determine venue, event theme, create time-line and develop procurement strategies.
- Attend all meetings related to auction planning (catering, auctioneer, venue, sound and lighting, entertainment and more).
- Develop a system for tracking all incoming donations.
- Create signage and participating sponsorship adds to post at the event.
- Design outreach material (flyers, invitations, mass emails, radio and newsletter announcements).
- Support the day of the event set-up, programming, logistics and tear down.
- Create and follow through with acknowledging and appreciating all auction supporters.

Stonewall Theater Production Director/Coordinator

Winter Quarter (January-March)

- Work with our Stonewall Youth Speakers Bureau to develop trainings to help participants begin to develop an analysis around anti-oppression. These trainings will be a conduit for continuing discussions about oppression throughout the development of the scrip and to be addressed in the final production.
- Find local artist to work with interested Stonewall Youth Participants and Volunteer to develop theater skills, voice projection, choreography and other creative expression.
- Facilitate bi-weekly meetings to support participants in developing a theme, creating a script, music, video clips and any other creative expression that people would like to incorporate.
- Direct structured rehearsals.
- Help participants develop criteria for individual act submissions.

- Work with Events Coordinator to determine logistical needs and support.
- Work with the Volunteer Coordinator to determine volunteer support needed throughout the planning and on the day of the performance.
- Create opportunities for participants to be involved in decision-making and every aspect of the planning process. (Designing outreach material, writing the script, choreographing dance numbers, budget decisions, presenting workshops, creating event programs, etc.)
- Direct final performance.
- Create an evaluation tool for organizers and participants to evaluate the planning process and the final production experience.

Bow-A-Thon Event Planning

Spring Quarter (April-June)

- Contact potential team captains.
- Create informational packets for each team captain.
- Work with the Events Coordinator to host and facilitate a team captain brainstorm and strategy sharing party to help captains in supporting their teams to meet their fundraising goal.
- Procure items from community members and businesses to use as prizes for our winning individuals and teams.
- Work with the Volunteer Coordinator to determine volunteers needed for the day of the event.
- Design and carry through with appreciations of all our event supporters.
- Work with Events Coordinator on logistics and follow through of the Bowl-A-Thon Event.
- Participate in an evaluation process of the event.

Stonewall Activism Summer School Planning and Support

Summer Quarter (June-August)

- Assist Speakers Bureau with administrative and logistical preparation.
- Find community sponsorship and support in providing food for this event.
- Find community housing to host out of town participants during the week of SASS.
- Attend SASS

Activities Coordinator

Any Quarter

- Support weekly drop in hours.
- Work with Stonewall Youth participants to determine desired activities.
- Determine which activities the current budget can support and find additional sponsorship or organized community based fundraisers if needed.
- Organize activities by providing volunteers, doing outreach within the Stonewall community, coordinating logistics, informing and getting approval of Stonewall staff, and being present at activities.
- Provide support and opportunity for youth to be involved with the planning and decision making of all events.

Outreach Coordinator

Any Quarter

- Work with Volunteer Coordinator to update current volunteer opportunities.
- Create current outreach materials.
- Research local opportunity, internship and volunteer fairs, community events or other places to table at.
- Schedule regular tabling engagements.
- Regularly check myspace page and post upcoming activities and events.

Grant Writing Support and Development

Any Quarter

- Research possible grant opportunities for the organization.
- Work with staff to complete a grant for general operating or project specific support.

Training and Development Coordination

Any Quarter

- Research possible trainings to support the development of youth participants, staff, board, volunteers, and interns.
- Develop your own training/workshop.
- Work with Volunteer Coordinate to put on our regular volunteer trainings.
- Determine which trainings the current budget can support and find additional sponsorship or organized community based fundraisers if needed.

General Non-Profit Experience/Administrative Support

Any Quarter

- Assist staff in general office organizing and cleaning.
- Support youth drop-in hours.
- Support staff with current event planning and preparation.
- Filing
- Data entry
- Update and follow through with sending appreciations to current supporters.

We strongly encouraged women, people of color, trans and LGBTQ people to apply for internships at Stonewall Youth!