



## Institute for Justice & Democracy in Haiti Spring 2021 Internship

### About Us

The Institute for Justice & Democracy in Haiti (IJDH) is a U.S.-based human rights non-profit organization. Since 2004, IJDH has worked to advance recognition and accountability for human rights in Haiti. In partnership with its Haiti-based sister organization *Bureau des Avocats Internationaux* (BAI), IJDH advocates, litigates, builds constituencies, and nurtures networks to create systemic pathways to justice for marginalized communities. Our work combines traditional legal strategies with organizing, public advocacy, and legal training. Over the past 15 years, IJDH and BAI have advocated and litigated to advance the full realization of human rights in Haiti, including landmark cases for transnational justice and cholera accountability.

### Position Overview

We are looking for remote spring interns to join our team. The position is ideal for an undergraduate or graduate student interested in law, human rights, and global development. Interns and volunteers at IJDH are unpaid, but IJDH is willing to work with student applicants looking to obtain school credit. Strong preference for interns who can start late January and commit to a schedule of at 12-15 hours per week during regular business hours.

### Responsibilities

- Support the research, drafting, and production of advocacy and briefing materials on global human rights topics, with a focus on Haiti, including accountability, women's rights, legal empowerment, and access to justice;
- Conduct research and analysis, and draft content on latest developments regarding Haiti human rights issues for public advocacy and outreach;
- Support IJDH staff on tasks that may include updating the IJDH website, preparing article summaries, creating content for social media and the website, and writing and updating informational and promotional materials;
- Assist with development operations, such as entering information into our donor database, and researching prospective foundations and donors
- Support translation and proofreading, if applicable; and
- Other duties as assigned.

### Qualifications

- Exceptional verbal and written communication skills, including ability to synthesize and both clearly and concisely communicate information;
- Excellent attention to detail, ability to multitask, track and prioritize tasks;
- Highly motivated, dependable self-starter, able to work both independently and collaborate as part of a team;
- A strategic thinker with strong analytical ability and research skills;
- Resourceful problem solver, eager to learn, with a genuine interest in human rights, global development, and advocacy;

- Strong verbal and written skills in French and Haitian Kreyòl a plus; and
- Available 12-15 hours per week during regular business hours starting in late January.

**How to apply:**

Please send a cover letter and resume to [hiring@ijdh.org](mailto: hiring@ijdh.org) and include “IJDH Intern Spring 2021” in the subject line.

**Application Deadline:** Applications will be reviewed on a rolling basis.