



San Diego LGBT Pride

Internship Description – Youth Programs Intern

Job Title: Youth Programs Intern

Reports to: Youth Programs Coordinator and Education & Advocacy Manager

Dates: Flexible

Summary

As part of San Diego Pride’s mission to foster pride, equality, and respect for all LGBTQ communities locally, nationally, and globally, the Youth Programs Coordinator will play a key role in fulfilling this mission by assisting with the coordination of the organization’s year-round youth leadership development and engagement programs.

The Youth Programs Intern will work closely with the Youth Programs Coordinator and the Education & Advocacy Manager to ensure the organization’s youth programs are thriving and meeting the needs of the LGBTQ youth Pride serves throughout the year. This internship is unpaid, part-time, has flexible hours, and can be used for school credit if applicable.

Essential Duties & Responsibilities

Assist in the coordination of Pride’s youth programming while providing training, logistical, resource, community, and administrative support to Youth Program Department leads including but not limited to Pride Youth Leadership Academy, Lunch Bunch, Fridays at Pride.

Provide logistical, resource, and organizational support to projects and programs. Collaborate with LGBTQ youth-serving professionals in the San Diego region. Assist in fostering leadership among LGBTQ junior-high and high-school-aged youth through Pride’s youth programs.

Required Knowledge, Skills, and Experience

- Outreach & Engagement – Outgoing and articulate; Connects LGBTQ youth and youth-serving professionals to Pride’s youth programs.
- Planning & Organizing – Time management and organizational skills necessary to manage multiple projects, and work both independently and in collaboration in day-to-day functional needs.
- Communication - Strong verbal and written communications skills necessary to present data effectively.
- Diversity and Inclusivity – Experience working with diverse communities; Demonstrated understanding of LGBTQ issues, equity, equality, inclusivity, and intersectionality.
- Software Skills – Including the use of Microsoft Office, Dropbox, Google Drive, and other web-based applications.

Minimum Qualifications

- Education: Any combination of experience, education, and training that would likely provide the required knowledge and abilities is qualifying.

Founded in 1974, San Diego LGBT Pride is a 501(c)3 nonprofit organization whose mission is: Fostering pride in, and respect for, all lesbian, gay, bisexual, and transgender communities, locally, nationally, and globally. www.sdpride.org

San Diego LGBT Pride • 3620 30th St, San Diego, CA 92104
info@sdpride.org • 619-297-7683

- Preferred Field of Interest: Youth Organizing, Coalition Building, Education, LGBTQ Issues and Programming
- Background Check: All employees and volunteers working with youth must be able to pass a background check, conducted by San Diego Pride prior to offer of employment

Physical Demands

The physical demands described here are representative of those that must be met by an intern to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the intern is regularly required to sit, use hands to finger, handle, or feel objects, tools, or controls; reach with hands and arms. The intern is occasionally required to stand, walk, stoop, kneel, crouch, or crawl. The intern may lift up to 50 pounds.

Work Environment

The work environment characteristics described here are representative of those an intern encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

All interns, employees, and volunteers of San Diego Pride must maintain an environment that is friendly, welcoming, and accepting of all factions of the Lesbian, Gay, Bisexual, Transgender, Queer, Intersex, and any other members of our community.

Job Location

San Diego, California

To Apply

Send a resume and cover letter to M Valladolid, Youth Programs Coordinator, at m@sdpride.org. No phone calls or office visits, please.