

NATIONAL NETWORK TO END DOMESTIC VIOLENCE, WOMENSLAW

<http://www.WomensLaw.org>

Job Type: INTERNSHIP - Unpaid

Schedule Type: Internship

Practice Areas: Family Law, Immigration, Legal Technology, Legislative/Policy Issues, Non-Profit, Women's Rights

Job Description

WomensLaw is a project of the National Network to End Domestic Violence with its principal office in Washington, D.C. and a satellite office in NY. We are looking for a law student intern in the Washington, D.C. office. Through our website, WomensLaw.org, we provide easy-to-understand legal information and resources for 54 states and territories for people living with or escaping domestic violence and/or sexual assault. Our website is visited by approximately 1.5 million people per year. We also provide help through an Email Hotline directly to victims and advocates throughout the U.S. WomensLaw has recently embarked on a new initiative (*Apoyo Tecnológico*), funded by the Office for Victims of Crime, to reach out to the Latin@ community through outreach and to increase Spanish-language information on WomensLaw.org

We are looking for a law student who is interested in both assisting on the WomensLaw.org website and who will assist with the marketing/outreach portion of the *Apoyo Tecnológico* project for a minimum of 8 hrs/week (days/times are flexible and can be accommodate the intern's request) .

Tasks related to the WomensLaw.org website will include:

- updating plain-language legal information related to family law and domestic violence for publication on the WomensLaw.org website;
- interpreting statutes to be translated into plain language;
- researching necessary information from email inquiries and responding to emails from survivors on the Email Hotline;
- updating contact information for legal services offices listed on our website; and
- other related tasks.

Tasks related to the *Apoyo Tecnológico* project include:

- Contacting courthouses across the US to see what Spanish-language materials they need for victims in court;
- Searching the Internet for videos related to domestic violence in the Latin@ community that we can link to on WomensLaw.org;

- Identifying media outlets for the Latin@ community with whom WomensLaw can connect; and
- Other similar tasks.

Qualifications

- Must show a prior dedication to helping the underprivileged or prior work in the field of domestic violence, sexual assault, immigration, or with the Latin@ community.
- Well-spoken and good writing ability.
- Ability to work independently and manage tasks.
- Detail-oriented, highly-organized and self-motivated.
- Ability to multi-task and manage several projects at once, as well as assist with other organizational needs.
- Flexible, positive, and compassionate manner; able to handle sensitive situations.
- Basic computer skills required (MS Windows, Word, Internet)
- Spanish language skills a plus, but not required.

Salary

None

Application Instructions:

Please send resume and cover letter via email to WomensLaw@nnev.org

Contact Information:

WomensLaw

WomensLaw@nnev.org