

Washington, D.C.

The Baptist Joint Committee for Religious Liberty <http://bjconline.org/>

Application deadline for summer semester: March 1

Application deadline for fall semester: June 30

Application deadline for spring semester: October 15

The Baptist Joint Committee for Religious Liberty (BJC) offers fall, spring and summer internships in Washington, D.C. to graduate students. Interns work alongside legal, communications and development staff at the BJC's Center for Religious Liberty, which is located two blocks from the U.S. Capitol and adjacent to the U.S. Supreme Court. Interns provide constituent services, advocacy research, multimedia support and more. In addition to a monthly stipend, BJC interns receive free housing on Capitol Hill. Interns typically work 35-40 hours per week, but part-time scheduling needs may be accommodated.

Responsibilities include but are not limited to:

- Conduct media research of relevant topics to organization and creating a daily roundup of findings
- Update website with relevant media and news
- Maintain and record media data
- Proofread various content for constituent communications
- Assist staff with various research and note-taking needs
- Provide daily office maintenance (sort mail, welcome visitors, answer phones, etc.)
- Update constituent database regularly
- Contribute to long-term projects, such as archival, legal analysis, multimedia production, etc.

Eligibility

- Undergraduate and graduate students, and recent graduates of the College of Arts and Sciences. (Applicable to all majors in the college)
- A minimum 3.0 GPA overall

How to Apply

Please submit the following information to internships@BJCOnline.org with the subject line "Last name, first name – BJC Internship"

- Resume
- Cover letter describing your interest

Questions

Should you have any questions regarding this opportunity, please contact Laura Najim at (803) 777-0364 or by email at LNajim@mailbox.sc.edu