



YNY Data & Policy Summer Intern Job Description

Who We Are

Young New Yorkers (YNY) is committed to bringing positive systemic change to the ways that teens and young people are prosecuted in New York City's criminal legal system. We provide Restorative Arts Diversion Programs for young people being prosecuted as adults and otherwise facing jail time or adult sanctions. First, YNY programs provide a pathway for teenagers to swiftly exit the criminal legal system, without incurring a lifelong criminal record. Second, YNY programs provide a platform for teenagers to advocate for themselves and for their visions for a transformed criminal legal system. Participants design and host public art exhibitions that explore the criminal legal issues that affect them, and invite the very judges, prosecutors, and court actors involved in their own cases to attend. This humanizes the culture of the courtrooms that engage directly with YNY, the members of which possess discretionary power with each and every young person's case. To learn more, visit us at: www.youngnewyorkers.org

About the Position

Young New Yorkers are in search of a summer (June through August) Data and Policy Intern to assist our Executive Director in developing a policy on art therapy as a preventive measure against criminal behavior. Additionally, the intern will support the Operations Coordinator in data analysis and maintenance. This is a hybrid position with a maximum of 15 hours per week. This position is available for college credit

POLICY CREATION

- Work with the Executive Director to create a legislative agenda that supports the advocacy for youth welfare arrangements.
- Draft, edit, and format policy and advocacy positions include, talking points for meetings, briefs and reports for distribution to key stakeholders.
- Other duties and tasks as assigned related to research, writing, analysis, and advocacy
- Attend meetings and events with senior staff, take detailed notes and report back as needed

DATA SUPPORT

- Support Operations Manager in analyzing data collected from YNY programs.
- Data entry and maintenance in between transition of membership databases.

SKILLS AND QUALIFICATIONS

- Takes initiative but has a collaborative and supportive work ethic.
- Possess a desire to learn criminal justice, youth development, art therapy, and local social justice reforms.
- Candidates should be extremely reliable, consistent, and accountable.
- Professionalism, including punctuality, excellent judgment, and strong boundaries.
- Excellent verbal & written communication and interpersonal skills.



EDUCATION & PROFESSIONAL QUALIFICATIONS

- Currently attending a Bachelor's or Master's program in criminal justice, political science, public administration, or relevant major.

WORKING AT YNY

- The position is hybrid. Candidates may be required to be in the office location: 30 3rd Ave, Brooklyn, NY 11217.
- Candidates must be able to work between: Tuesdays through Thursdays, 11:00 am – 6:00 pm.
- Must be able to work at a desk computer, attend meetings and work errands as needed, lift 30+ pounds for events as needed.
- Must have access to reliable wifi and a computer/laptop

LOCATION

- Office location: 30 3rd Ave, Brooklyn, NY 11217

COMPENSATION

- College Credit
- Metrocard available for transportation.

START DATE

- June 10 - August 29, 2024

HOW TO APPLY

- Interested candidates should send a current resume, a cv, a brief letter of interest, and a writing example in a single PDF to careers@youngnewyorkers.org no later than May 20, 2024 at 11:59 PM ET.

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