

YNY Media & Outreach 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 looking for a summer (June through August) Media and Outreach Intern to assist our Director of Strategic Partnerships and Marketing. The intern will handle initial outreach and contribute ideas for marketing and partnership initiatives as directed by the Director of Strategic Partnerships and Marketing. This is a hybrid position with a maximum of 15 hours per week. This position is available for college credit

MEDIA AND OUTREACH SUPPORT

- Support the Director of Partnerships and Marketing on creating an annual content calendar
- Help to create and maintain posting cadence on various social media platforms such as Facebook, Instagram, and Twitter.
- Brainstorm and research ideas for original content
- Write social media captions that speak to the company's target audience
- Work with Director of Partnerships on research projects and initial outreach to potential partners
- Maintain the partnership database.

EVENT PLANNING AND SUPPORT

- Assist with event planning for YNY events, including fundraising events.
- Help to create creative briefs for organization and partnership events
- Research on event logistics that require quotes such as food and beverage, rentals, sound, etc.
- Assist with onsite event support as needed

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.
- Demonstrate knowledge of using social media platforms effectively

EDUCATION & PROFESSIONAL QUALIFICATIONS

- Currently attending a Bachelor's or Master's program in a marketing, communications, P.R. journalism, 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 17 - August 29, 2024

HOW TO APPLY

- Interested candidates should send a current resume, a cv, a brief letter of interest, a portfolio, and writing PDF to careers@youngnewyorkers.org no later than May 27, 2024 at 11:59 PM ET.

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