



Equity-Centered Community Engagement Intern JOB DESCRIPTION

Overview

Internships are a critical opportunity for students to gain experience in the professional world. Students will be given an opportunity to be a meaningful part of equity-centered community engagement, network with diverse professionals, and receive support to pave a path for their future careers. Through meaningful work tasks, intentional learning opportunities, and the ability to shape their experience, an internship with Espousal Strategies is an ideal opportunity for professional development. For the summer of 2024, the internship program will be a hybrid work site, requiring the ability to travel within the Portland Metro and Vancouver, WA area, and the flexibility to work evenings and/or weekends is required and will be an integral part of a successful experience.

[Espousal Strategies, LLC](#) is a boutique consulting firm that works across a variety of public programs and projects. This internship will be primarily dedicated to supporting equity-centered community outreach work on the Interstate Bridge Replacement (IBR) program and may include outreach tasks on other projects.

About the IBR Program

To learn more about the IBR program:

- Find the program on social media: [TikTok](#), [Instagram](#), [X](#), [LinkedIn](#) and [Facebook](#)
- Head to [InterstateBridge.org](#) to learn about the [next steps](#) for the program and their [commitment to equity](#) and our [advisory groups](#).
- Watch the most recent [IBR public briefing](#).
- Catch up on the latest [IBR news](#).

Position Reports to: Senior Manager of Community Engagement

Classification: Hourly

Compensation: \$20-\$29.70/hr., up to 40 hours a week

Timeframe: Summer Internship: The start date is to be discussed with the final candidate, and the end date is scheduled to be in August 2024.

***Primary Responsibilities:***

- Contribute to the development of authentic strategies and culturally specific and/or relevant engagement efforts to increase awareness of client projects with equity-priority communities (including those who identify as BIPOC, immigrants/refugees, young people, older adults, and/or people living with low income, living unsheltered, or living with disabilities).
- Provide input so that community engagement activities are best designed to increase awareness and participation, specifically from local equity-priority community members and generally from the public at large.
- Support the implementation of tabling opportunities, listening sessions, forums, briefings, workshops, trainings, roundtables, and other events (virtually or in person as appropriate).
- Represent Espousal Strategies in a positive and professional manner to community members, clients, peers, public officials, community groups, and other business partners. Attend business-related functions as requested by your supervisor, the Senior Manager of Community Engagement, and/or the President.

Knowledge & Skills:

- Basic understanding of Diversity, Equity, and Inclusion principles and best practices.
- Basic understanding of inclusive and accessible community outreach tactics.
- A passion to engage equity-priority communities in public infrastructure projects.
- Effective written and verbal communication skills; ability to communicate effectively with a wide variety of populations in a persuasive and collaborative manner.
- Excellent organizational and time management skills.
- Ability to work autonomously and be self-directed.
- Cooperative & collaborative team member. Ability to communicate in a professional and respectful manner with all clients, co-workers, community members, public officials, and other business partners.
- Proficient in standard office procedures, software, and communications technology.
- Multilingual (preferred)

Requirements:

- Enrolled full-time (12 credit minimum) in a two- or four-year college or university.
- At least 18 years of age by May 2024.



- Ability to travel independently within the Portland Metro Area, including Vancouver, for outreach activities and/or work-related meetings.
- Ability to commute to Downtown Portland at least twice a week.
- Ability to work evenings and weekends.

Working Conditions/Physical Demands

Work is usually performed in an indoor office environment or remote home office environment, with long periods at a desk. Work is oriented to community service and subject to constant work interruptions. The position requires the intern to regularly attend meetings and support presentations to community members and other business partners in both small and large groups. Must occasionally lift and/or move up to 25 pounds.

*Relocation and housing expenses are not reimbursable.

INSTRUCTIONS FOR APPLICATION:

1. Resume
2. Cover Letter – 1 page, single-spaced.
3. Questions – Provide meaningful, thorough, succinct responses to the following questions. (required)
 - a. Describe how you would prepare to share information about an infrastructure project with a diverse group of community members.
 - b. How would you respond if a community member asked you for information in a language you do not speak?
 - c. From your perspective, what would make community engagement with equity-priority communities meaningful on an infrastructure project?
4. SUBMISSION
 - a. Send Resume and cover letter (MS Word or PDF only) via email to: info@espousalstrategies.com
 - b. DUE DATE: Submit by/before April 30th, 2024
 - c. SUBJECT LINE: CE Internship [first, last name]