



## **PART-TIME PAID REMOTE 2023 SPRING INTERNSHIP**

NOTICE TO LAW/PRE-LAW/SOCIAL WORK/PUBLIC POLICY/CRIMINOLOGY  
STUDENTS  
PROTECT OUR DEFENDERS

### **Casework and Policy Intern**

Deadline for submissions: **Friday, November 11th at 5:00 PM ET**

#### **ABOUT PROTECT OUR DEFENDERS**

Protect Our Defenders is the nation's preeminent human rights organization working to ensure that all people serving in the US Armed Forces experience a workplace free from sexual assault, harassment, and discrimination. Founded in 2011, Protect Our Defenders is the leading force in exposing and reforming a military culture that widely accepts sexual harassment, treats victims with disbelief and rarely prosecutes and convicts sexual assault.

Today, Protect Our Defenders is uniquely positioned to ensure that major new transformative military justice reforms are fully implemented, survivors receive needed legal representation and that broader change in the military workplace culture is accelerated. We must train and retain those serving our nation in a workplace free from sexual assault and sexual harassment.

Our work includes researching and exposing dysfunction in the military justice system related to sexual assault and harassment; amplifying survivors' voices within the policy debate; helping survivors access appropriate services, including pro bono legal help; and supporting policy initiatives that fundamentally reform how the Department of Defense deals with rape, sexual assault, and sexual harassment.

#### **INTERNSHIP OVERVIEW**

In 2018, Protect Our Defenders opened a Law Center through which interns will primarily support the Legal Services Program (LSP). Interns will provide legal casework assistance and referrals for survivors of military sexual assault and harassment who are facing challenges related to the assault, harassment, and/or retaliation for such. This will involve communicating directly with survivors, engaging in outreach efforts to other organization and agencies, and expanding the resources and information disseminated to those seeking assistance. Additionally, interns will provide support to ongoing advocacy campaigns and policy issues related to military sexual assault. They may also be tasked with data gathering, research projects, drafting Congressional letters, and updating the POD website and monitoring social media accounts.

Because we are a small organization, our interns work side-by-side with staff members and receive substantive experience on military sexual assault and harassment casework matters and policy efforts. We will work with you to ensure that this internship provides a meaningful professional experience.

We are seeking part-time interns to work approximately 15 hours per week (12 hours per week minimum). This is a paid internship. This internship will be conducted remotely, with flexible option to come into the Northern Virginia office. Proximity to Northern Virginia is not a requirement for this internship. Specific start and end dates for Spring 2023 are flexible.

### **ROLES AND RESPONSIBILITIES**

- Manage all aspects of sexual assault and harassment cases by conducting intake interviews with sexual assault and harassment survivors, engaging in follow-up communication, and researching appropriate resources
- Research and draft memoranda into current and potential military sexual assault policies, legislation, and regulations
- Utilize research skills to pull data and information for ongoing projects and publications
- Support staff in the planning and implementation of outreach efforts to raise awareness of the Protect Our Defenders Law Center among military attorneys, service members, veterans, and survivors
- Assist with direct actions and campaigns
- Update resources on Protect Our Defenders' website and monitor social media accounts
- Administrative and other support as needed

### **DESIRED EXPERIENCE AND TRAINING**

- Excellent research, writing, and communication skills
- Background in victim advocacy and/or sexual assault response preferred
- Commitment to public interest and social justice
- Experience utilizing Wordpress, Canva, Microsoft 365, and Google Sheets/Docs/Calendar preferred but not required
- Due to the remote aspect of this internship, intern prospects are required to have regular access to a computer and cellular phone

### **HOW TO APPLY**

Interested applicants should send a brief cover letter, resume, short writing sample, and two references to Denisha Hedgebeth, at [dhedgebeth@protectourdefenders.com](mailto:dhedgebeth@protectourdefenders.com) with the subject line "[NAME] – SPRING 2023 INTERNSHIP." We are accepting applicants on a rolling basis. The deadline for submissions is **Friday, November 11th, at 5:00 PM ET**.

*Protect Our Defenders is an equal opportunity employer. We encourage and consider all applications without regard to race, religion, gender, sexual orientation, gender identity, age, national origin, and disability.*