



Position Title: Midwest Fellow
Reports to: Midwest Regional Director
Location: Chicago, IL
Internship duration: January - March, 2019

Position

J Street is seeking an undergraduate student, graduate student, or recent graduate as a fellow in our Chicago office for the spring of 2019. This fellowship is an excellent opportunity to better understand and get involved in J Street's work.

This is an exciting opportunity to learn development skills and political organizing as well as to deepen one's knowledge of the Israeli-Palestinian conflict. This position is ideal for applicants interested in community organizing, non-profit development, or political advocacy.

Responsibilities May Include:

- Researching potential new supporters
- Making phone calls to supporters
- Updating and managing supporter databases
- Assisting with outreach to potential new supporters
- Taking notes at meetings with potential new supporters
- Writing acknowledgments, follow-up letters, and other business communications
- Other tasks as needed

Desired Skills and Experience:

- Excellent written and verbal communication skills
- Excellent organizational skills
- Pays attention to detail
- Knowledge of the Israeli-Palestinian conflict a plus
- Proficiency in Microsoft suite especially Excel; experience with database management a plus

More about J Street

J Street is the political home for pro-Israel, pro-peace Americans working for the future of Israel as the democratic homeland of the Jewish people. The organization believes that preserving Israel's Jewish and democratic character depends on achieving a two-state solution, resulting in a Palestinian state living alongside Israel in peace and security.

Launched in 2008 with four staff and a limited budget, J Street is now a \$9 million organization with a national staff of more than 60. The organization is headquartered in Washington, DC, employing staff in 8 cities including Boston, Chicago, Los Angeles, New York, San Francisco, Denver and Tel Aviv.

J Street focuses its work in three main areas: (1) Advocating and demonstrating support for pro-Israel, pro-peace policies in Congress, the media and the Jewish community; (2) Endorsing and raising money for federal candidates who share J Street's agenda; and (3)

Educating the public and raising awareness of the Israeli-Palestinian conflict and the two-state solution.

Compensation and Time Commitment

This is a paid part-time fellowship. Applicants are considered on a rolling basis. Please indicate in your cover letter what days and hours you are available.

To Apply

To apply, please email intern@jstreet.org with your cover letter, resume and three references, with “MW Regional Internship – Spring” in the subject line.

J Street is an Equal Opportunity Employer.