



Position Title: Public Engagement/Events/Communications Fellow
Reports to: Director of Events and Marketing
Location: Washington, DC
Internship duration: Spring and Fall

Position:

J Street is seeking an undergraduate or recent graduate as a fellow in our DC office. For the ideal candidate, there will be an opportunity to begin working immediately, take a break during the Summer and continue on in this fellowship during the Fall. This Fellowship is an excellent opportunity to learn in a fast paced environment, about event production, public engagement strategies and strategic program development to further J Street's organizational priorities. In addition to their day-to-day work, fellows will have the opportunity to meet with different departments and learn about the organization's educational, political and policy work and our work on campuses across the country.

The **Public Engagement Fellow** will work with the Public Engagement Team, which includes J Street's Events and Programming team as well as Public Affairs and Communications. Responsibilities will include assisting in key planning, creative and program elements for J Street's National Conference, National Leadership Summit and National J Street U Leadership Institutes. Additionally, you will have the opportunity to work with the communications team on key writing projects as it pertains to these events.

Desired Skills and Experience:

Applicants should have:

- Strong organizational skills
- An ability to work independently
- Some event planning experience

Excellent candidates may have:

- Writing experience
- An understanding of and commitment to the J Street mission

More about J Street:

J Street is the political home for pro-Israel, pro-peace Americans working to secure 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 members and a limited budget, J Street is now a \$9 million organization with a national staff of 70. The organization is headquartered in Washington, DC, and employs staff in 9 cities including Boston, Chicago, Los Angeles, New York, the San Francisco Bay Area, 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 full or 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 “Public Engagement – Spring” in the subject line.

J Street is an Equal Opportunity Employer.