Fall Quarter 2023 Internship Application

General Description

The Stanford Center for Racial Justice (SCRJ or Center) invites applications for part-time internships from Stanford University undergraduate juniors and seniors, graduate, and law students to support our work to address some of the most challenging problems in our country resulting from the history and persistence of racism. Students who have passion for the pursuit of innovative solutions to the myriad issues rooted in racism and the advancement of racial justice will find an internship at the Center educationally enriching and personally rewarding. Qualified applicants have excellent research, writing, and communication skills; are creative, detail-oriented, enthusiastic, and self-starters; and should have strong evidence-based knowledge of the history of racism in the United States and its consequences.

About the Stanford Center for Racial Justice

SCRJ was created in June 2020 in the wake of our country’s deep reflection about racial divisions and the urgent need for solutions. We are based in the Law School and serve the entire University. The aspiration of SCRJ is a multicultural democracy where our ability to create opportunities, promote wellbeing for all, and advance freedom is not undermined by racism.

SCRJ cares deeply about the pursuit of innovative solutions to the challenges of racism and the pursuit of racial justice. We work with Stanford researchers and scholars across the University and with other partners to develop and identify new research and ideas. SCRJ seeks to bridge the gap between academic research and all of the stakeholders and communities who desire access to information and ideas in user-friendly ways. We pursue our goals by democratizing knowledge, catalyzing research, improving public dialogue, and pursuing practical solutions at scale.

Internship Description

SCRJ interns will work with one or more of our staff members to advance our mission, support ongoing projects, and develop innovative solutions to the most pressing racial justice issues in our nation. Interns may be asked to conduct in-depth research, draft memoranda and public
documents, create reports, collect, organize and analyze data, curate and edit media content, interview sources for stories, write blog posts, engage with stakeholders, organize events, make presentations, and collaborate with faculty, staff, and other interns on various projects.

*Compensation and Hours*
Interns will be paid hourly based on University pay scales. Interns are expected to work between 8–10 hours per week.

*Location*
Some if not most work will be done in-person at Stanford Law School, while a portion may be done remotely. Final arrangements will be based on staff and student schedules and determined upon hiring.

*Application Timeline*

Applications are **due by 11:59 pm on Friday, May 19, 2023.** Interviews will take place the week of May 22 and interns will begin at the start of Fall Quarter on September 26, 2023.

*How to Apply*

We welcome applications from all interested Stanford University undergraduate juniors and seniors, graduate, and law students. Please note, we are currently *not accepting applications from non-Stanford University students*, however, we hope to open up our internship opportunities in the future.

Internship applications must include:

1. **Cover Letter** that provides a brief statement about why you want to intern at SCRJ and indicates any relevant experiences or skills you would bring to the work.
2. **Resume**
3. **Writing Sample** that demonstrates your research, writing, and analytical skills.

Please submit your application materials in PDF format using this [Google Form.](#) If you have any questions, don’t hesitate to reach out to Hoang Pham, Policy Advisor and Program Manager, at [hgpham@law.stanford.edu.](mailto:hgpham@law.stanford.edu)