

**Communications Intern**

The Illinois Equal Justice Foundation (IEJF) administers and advocates for the state appropriation for civil legal aid. Since its first grant cycle in 2001, the IEJF has awarded over $23.3 million in grants to nonprofit organizations across the state serving the critical civil legal needs of approximately 560,000 vulnerable Illinoisans. Due to the state budget crisis, the IEJF appropriation was not included in the 18-month stop gap budget for FY 16/17 signed into law on June 30, 2016.

In 2015, the IEJF was the recipient of two new temporary funding sources. The first was the gift of case settlement funds from Attorney General Lisa Madigan to be used over a three-year period for the IEJF’s grant purposes and operations. The second was filing fee revenue from the amending of the Access to Justice Act. These funds are to be used to develop, implement and evaluate a statewide legal aid hotline and supporting services for veterans and active duty military. The funds will be distributed in grants to legal aid providers once a state budget is in place and appropriation power is restored. The filing fee began collection September 2015 and ends in 2020.

Additional information about the IEJF’s grant and advocacy work can be found on its website at [www.iejf.org](http://www.iejf.org).

The IEJF seeks an intern to help implement our digital advocacy communication strategy. We envision a 10 -12 hour a week internship for class credit. Examples of intern projects include:

* Develop and curate content for IEJF social media platforms, maintain posting calendar, and generate ideas for growing social media audience;
* Help publish IEJF’s e-newsletter, managing and updating distribution list;
* Monitor, track, and analyze digital outreach results and compile reports;
* Research legislative targets and set up meetings for staff/Board/grantees with legislators; and
* Update legal aid resource information per legislative district.

The IEJF’s goal is to ensure interns interact with IEJF staff, Board members and grantees on multiple facets of its work.

The IEJF is unable to provide financial compensation for its interns; however, it does cover transportation costs associated with getting to and from our office via public transportation.

Please submit a cover letter, resume and brief writing sample to Leslie Corbett, Executive Director, at lcorbett@iejf.org. Ms. Corbett can be reached at 312-938-2381 to address questions.

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