Organization Name: American Jewish Committee

Address: 6 Piedmont Center, Suite 510, Atlanta, GA 30305

Phone: 404.233.5501

Web site: www.ajcatlanta.org

Internship Supervisor: Dov Wilker, Regional Director

Supervisor’s contact information including e-mail: wilkerd@ajc.org / 404.233.5501 ext. 203

Organization’s Mission Statement: To enhance the wellbeing of the Jewish people and Israel, and to advance human rights and democratic values in the United States and around the world.

Summary of organization’s primary programs and services: American Jewish Committee (AJC) works to develop relationships with ethnic, religious and international leaders to create a better understanding of the Jewish community and the communities with whom we are engaged. We achieve this through expanding our networks, developing dialogues, programs, meetings and events.

Intern’s title: Interethnic Relations Intern

Number of interns requested: 1

Internship project/job description:

AJC Atlanta’s Internship program allows individuals to gain NGO exposure and make valuable contributions in a challenging and rewarding work environment. Through mentorship and hands-on experiences, interns help advance AJC’s mission through innovative programs, education, research, media outreach, and diplomacy.
Strengthening and Developing existing and new relationships with other minority groups is a key to AJC’s work. The Interethnic Intern will work closely with AJC Atlanta’s Regional Director and Assistant Director on engagement with Atlanta’s ethnic communities. Additionally, they will work on the national Black-Jewish Coalition portfolio, assisting the National Director of Black-Jewish Relations.

Responsibilities include:
- Identify community partners and organizations, including legislators, diplomats and community leaders;
- Assist with program planning and implementation;
- Assist with management and expansion of communications outreach, especially on-line and through social media;
- Assist in developing national Black-Jewish relations strategy, including:
  - Research of current national activities;
  - Analysis of national networks and relationships;
  - Media opportunities for partnership;
  - Identify new areas of activity;
  - Participate in advocacy meetings.

Qualifications:
- Detail oriented with excellent organizational abilities;
- Excellent oral and written communication skills;
- Able to handle multiple projects on a daily basis;
- Enjoy working in a fast-paced environment;
- Passionate about community and international relations;
- Sense of humor.

Are there other requirements for this position (security check, drug screen, immunizations, etc.)? If yes, please note them here:
Security Check

Will the internship require that the student have a car? No

Is placement site accessible by public transit or other transportation options? We are near the Buckhead MARTA station (10 minutes walking) and there is a bus stop near our building.