



SUMMER 2025 CHILDREN AT RISK INTERNSHIP

Job Title: Policy Intern	Compensation: None
Department: The Public Policy and Law Center	Reports To: Policy Staff Member TBD
Job Status: Internship	Date Written: 01.15.2025

ABOUT CHILDREN AT RISK

Children At Risk (C@R) is a non-partisan research and advocacy nonprofit dedicated to understanding and addressing the root causes of child poverty and inequality. Established in 1989 by Houston child advocates and researchers, C@R has grown into a statewide organization tackling Texas children and families' most pressing needs.

Our mission is to serve as a catalyst for change to improve children's quality of life through strategic research, public policy analysis, education, collaboration, and advocacy. C@R considers the whole child by tracking issues in children's health, safety, education, and economic security to improve equity and justice for all Texas families. Committed to action beyond the data, drives evidence-based change by speaking out on behalf of children.

This internship will focus on supporting the C@R Policy Department and potentially other areas of work at C@R.

ABOUT POLICY DEPARTMENT

C@R Public Policy and Law Center is to improve the lives of children across Texas through legal and policy research and advocacy, legislative and administrative rule drafting, and drafting of briefs and impact litigation. C@R builds on the momentum of past sessions to continue advocating for policies that create lasting change for Texas children and families. From public education to immigration, health and safety, our priorities reflect a commitment to improving outcomes and driving progress. C@R's work from previous sessions has shaped Texas policy and is pushing forward for even greater impact with each Texas Legislative Session.

ABOUT THE INTERNSHIP

C@R is offering an unpaid, but extraordinary learning opportunity for policy focused individuals that are passionate about the wellbeing of children. The Policy Intern will have the opportunity to learn from experienced policy and advocacy. This is a unique position that will enable the selected candidates to understand the day-to-day operations of a highly successful, macro-level non-profit organization. The preferred candidates will be enthusiastic, detail oriented, and self-motivated individuals driven by a passion for improving the life of children. The Policy Intern will join a driven and dynamic team and will work across the organization on issues tied to child education, health, nutrition, immigration, opportunity youth, and human trafficking.

The internship will be remote with virtual meetings; additionally, the intern may be expected to attend in-person events and meetings as needed.

Key Responsibilities

The intern may support the Policy Department in any one of these areas noted below:

- **Issue analysis:** Identifying key policy issues relevant to C@R's mission and conducting research to understand the complexities of these issues.

children at Risk

- **Bill analysis:** Review and summarize passed bills and their potential impacts to children in Texas.
- **Public awareness campaigns:** Educating the public about policy issues through various communication channels like rally days, media outreach, social media, and publications to build grassroots support.
- **Coalition building:** Collaborating with other organizations with similar goals to amplify their collective voice and influence policy decisions.
- **Legislative session follow up:** Assess Legislative session outcomes and future implications; bill and issue analysis and write ups.
- **Monitoring legislation:** Tracking proposed legislation and regulations related to C@R's focus areas to identify potential opportunities and threats.
- Any other duties as assigned

Preferred Qualifications

We are seeking dedicated and focused candidates that possess excellent research, writing or data analysis skills to assist in research and advocacy efforts across C@R issue areas. A passion for social justice is essential, and the belief that all children should be afforded the highest quality of life.

- Candidates in college or graduate program are preferred, but not required
- Proficient in Microsoft Office.
- Ability to work independently as a self-starter, as well as a team member.
- Strong written and verbal communication skills for both internal and external audiences.
- Attention to detail and a commitment to maintaining accurate, confidential donor and partner records.
- A strong work ethic, an outgoing personality, and a zeal for relationship building are all considered a plus for this position.
- A commitment to children, innovative public policy, and positive change preferred.
- A strong desire to learn about fundraising, special events, and grant writing.
- Provide personal laptop with Microsoft processing capabilities.

This position will be adapted to the selected candidate's interests, self-identified strengths and availability. Although this internship is unpaid, benefits include hands on experience on inner workings of nonprofit infrastructure and an exclusive opportunity to work closely with knowledgeable and successful public policy staff members.

APPLICATION INSTRUCTIONS

Our positions are competitive and fill quickly. Interested candidates should submit a letter of interest and resume to info@childrenatrisk.org and include the words "Policy Internship" in the subject line.

The application deadline for summer internships will be April 30, 2025. For more information about CHILDREN AT RISK please visit www.childrenatrisk.org.

CHILDREN AT RISK receives a high volume of resumes and reviews every candidate closely. As such, candidates will only be contacted if they are selected for an interview