Organization Name: American Civil Liberties Union of Colorado
Location (City/State): Denver, CO
Organization’s Website: www.aclu-co.org

Yearlong Fellowship (June 2016-May 2017)
Summer Fellowship (June-August 2016)

Organization’s Mission and Goals (50 words or less):
The mission of the ACLU of Colorado is to protect, defend, and extend the civil rights and civil liberties of all people in Colorado through litigation, education, and advocacy. Issues: Criminal justice violations in the municipal courts and homelessness advocacy. Projects: Expansion of our Know Your Rights training program; summer outreach events.

Title of PIFP Fellow: PIFP Program Fellow

Primary responsibilities of the PIFP fellow (please list, 100 words or less):
The Fellow may be involved in some or all of the following activities: Legal Intake – Processing intake e-mails, letters, and faxes; doing case summaries. Public Policy – Educational programming in advance of the 2016 legislative session including attending meetings and preparing talking point materials and other research papers. Education, Outreach, Communications – Work on a variety of social media platforms as well as traditional print materials, Know Your Rights trainings, and summer outreach festivals; promoting the Speakers Bureau.

Qualifications sought in the PIFP fellow (please list, 100 words or less):
Required:
- Commitment to and expressed interest in working in the areas of civil rights and social justice, law, or in human services.
- Strong research and writing skills.
- Proficiency in social media tools and strategies.
- Ability to prioritize, multi-task, and work with deadlines.

**Preferred:**
- Classwork and volunteer experience in these areas is desirable.
- Ability to read and speak Spanish.
- Strong computer skills, including Microsoft Office Suite required; familiarity with Adobe products is desirable.
- Ability to work with all types of people and handle controversial issues.

**Beneficial:**
- Interest in public speaking.
- Willingness to do administrative tasks such as filing, copying, and mailing.

### Skills/Experience sought in the PIFP fellow:

- Activism
- Advocacy
- Campaigning
- Children’s issues
- Civil rights/social justice
- Coalitio work
- Community/political organizing
- Criminal justice
- Customer service
- Data analysis
- Digital media
- Disabilities issues
- Diversity issues
- Domestic violence issues
- Economics
- Editing
- Education
- Environmental issues
- Event Planning
- Finance/business
- Fundraising/development
- Government
- Healthcare/health sciences
- Human services
- Journalism/publications (print/online)
- Law
- Legislative process
- LGBTQ issues
- Lobbying
- Marketing/sales
- Performing/fine arts
- Policy:
  - Education
  - Environment
  - Fiscal
  - Health
  - Legislative
  - Other: ____________________

### Technology Skills Required:

- Excel
- Power Point
- Publisher
- GIS
- Graphic design
- Database management
- Constant Contact
- Other: ____________________

### Certifications Required:

- WFA
- WFR
- First Aid
- CPR
- Other: ____________________

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PUBLIC INTEREST FELLOWSHIP PROGRAM
Colorado College
14 East Cache La Poudre Street, Colorado Springs, Colorado 80903
Lani.Hinkle@ColoradoCollege.edu    719-227-8175
www.CCpublicinterest.com
Language Skills Required:  □ Spanish   Other: ________________________________