



HRC SUMMER 2018 INTERNSHIPS

About the HRC

The HRC advocates for human rights issues and enforces non-discrimination laws as a municipal enforcement agency in the City and County of San Francisco. For over 50 years, HRC has grown in response to San Francisco's mandate to address the causes of and problems resulting from prejudice, intolerance, bigotry and discrimination. We:

- Advocate for human and civil rights;
- Investigate and mediate discrimination complaints;
- Resolve community disputes and issues involving individual or systemic illegal discrimination; and
- Provide technical assistance, information and referrals to individuals, community groups, businesses and government agencies related to human rights and social services

About the Internship

The HRC seeks **1-4** unpaid interns for the Summer 2018 semester. We value our interns and pride ourselves on providing educational and meaningful internship experiences. To that end, we ensure that our interns are actively engaged in important projects that are vital to our work.

Upcoming projects for Summer 2018 law student interns may include:

- Assisting the Discrimination Division in reviewing and investigating complaints of discrimination in employment, housing, and public accommodation, as well as violations of the Sanctuary City and Fair Chance Ordinances. This work often includes initial inquiry interviews, complaint drafting, document requests, witness interviews, and legal research culminating in a Letter of Determination for a small caseload.
- Conducting community outreach and preparing research memoranda on equity in education, especially after the recent anniversary of Proposition 209.
- Conducting community outreach and preparing research memoranda on issues of concern to the Pacific Islander community.
- Additional community outreach and legal research for the Policy and Social Justice Division as required.
- Additional projects within HRC jurisdiction that fit your interests.

Although HRC internships are **unpaid**, they are generally eligible for school accreditation and third-party fellowship stipends.

If you would like to be considered for an internship with HRC, **please send a copy of your resume and cover letter to Noah Frigault, Policy Analyst, at noah.frigault@sfgov.org by Friday, January 26, 2018.** You may also include a writing sample and list of relevant courses.

Please be sure your cover letter contains the following items:

- An explanation of why you want to intern with the HRC and how your background is relevant to HRC's work. A list of HRC's projects can be found under the "Policy" tab of this website. However, you may also suggest additional human rights projects that you would like to explore during your internship with the HRC.
- A description of your time commitment. We generally prefer interns to agree to at least two full days a week for a period of 3 months and are willing to accommodate students' class schedules on a case-by-case basis.

HRC is dedicated to nondiscrimination principles and equal opportunity employment and does not discriminate on the basis of race, color, religion, creed, sex, national origin, ethnicity, age, disability or medical condition, Acquired Immune Deficiency (AIDS/HIV) or AIDS related conditions, political affiliation, sexual orientation, ancestry, marital or domestic partner status, gender identity, parental status, veteran status, height, weight, or any other basis protected by law.

We look forward to hearing from you!