



## Internship Opportunities

Chicago Community Bond Fund (“CCBF”) is a non-profit organization dedicated to ending the use of money bond and pretrial incarceration. Through a revolving bail fund, CCBF has paid over 4,200,000 in bond to free more than 700 people from jail or house arrest since 2015. CCBF is also engaged in policy advocacy and community organizing to increase public awareness around money bond and move elected officials and policymakers. More info is available on our website, [www.chicagobond.org](http://www.chicagobond.org).

**CCBF is hiring for several internships for the spring semester with an anticipated start date of January 18, 2022 or shortly thereafter.** All applicants must be committed to racial justice and criminal legal system reform. Previous experience in community organizing and working with criminalized communities is advantageous. People of color, women, LGBTQI-GNC people, people with disabilities, formerly incarcerated and other people who have been directly impacted by criminalization are strongly encouraged to apply.

The following internships are available for Spring 2022:

- **Law clerk**
- **Social work**
- **Communications**
- **Advocacy**

CCBF is currently working remotely most of the time due to the COVID-19 pandemic. Some in-office hours are required at CCBF’s office at the Westside Justice Center, with appropriate health precautions taken.

**To apply, please submit a resume to [hiring@chicagobond.org](mailto: hiring@chicagobond.org). Applications are accepted on a rolling basis. For priority consideration, apply by November 18, 2021.**

### Law Clerk (JD only)

**CCBF is seeking one or more law student interns for the Spring 2022 semester/quarter for 15-20 hours of work per week.** Responsibilities will include participating in CCBF’s intake process, research and writing related to advocacy work, and presentation of affidavits in criminal court. Interns eligible for 711 (student attorney) licenses will have the opportunity to visit clients virtually in Cook County Jail as part of the intake and release processes. All interns will have extensive opportunity to interact with clients, potential clients, and their family members. Interns will gain experience in client interviewing, legal and policy research, and legal and advocacy writing. Interns may also have the opportunity to observe some felony bench trials.



**This internship is eligible for federal work study and course credit.** CCBF encourages students to seek funding through their law school's respective public interest programs if available. Students ineligible for such supplemental funding will be compensated at the rate of \$18 per hour.

### Social Work Intern (MSW only)

**CCBF is seeking one social work intern for the Spring 2022 semester/quarter for 16-24 hours of work per week.** The social work intern will support revolving fund staff in our intake and post-release support processes. Students will have the opportunity to strengthen interviewing skills, write intake notes, and gain insights of the Cook County criminal legal system. The social work intern will have extensive opportunity to interact with clients, potential clients, and their family members. The intern will expand their knowledge of local social services and learn how to collaborate with external partners for robust client advocacy.

**This internship may be eligible for course credit.** Students ineligible for university funding will be compensated at the rate of \$18 per hour.

### Communications Intern

**CCBF is seeking a communications intern for 8-15 hours of work per week.** Interns will assist with the development of educational materials including: fliers, newsletters, fact sheets, op-eds, videos, etc. for CCBF and the Coalition to End Money Bond. Other responsibilities will include generating original social media content for Twitter, Instagram, and Facebook and drafting newsletters for an audience of over 60,000 people. The communications intern will learn how to use their talents to support organizing campaigns and amplify social justice issues. Graphic design skills are a plus.

**This internship may be eligible for course credit.** Students ineligible for university funding will be compensated at the rate of \$18 per hour.

### Advocacy Intern

**CCBF is seeking an advocacy intern for 8-15 hours of work per week.** The advocacy intern will assist with the development of educational materials including: fliers, newsletters, fact sheets, op-eds, videos, etc. for CCBF and the Coalition to End Money Bond (CEMB). They will support the coordination of the Coalition to End Money Bond meetings by scheduling general and subcommittee meetings, drafting or finalizing agendas and responding to general inquiries from CEMB member organizations. The advocacy intern will gain or strengthen public speaking skills, learn more about organizing strategies, and coordinate volunteers.

**This internship may be eligible for course credit.** Students ineligible for university funding will be compensated at the rate of \$18 per hour. This internship is also available to recent



graduates or anyone interested in gaining experience in advocacy, community organizing, or political education.