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## **Transcend Legal – Internship Positions**

Transcend Legal welcomes undergraduate students and other interested parties to apply for internships. Interns will assist with research projects (including medical and legal research), social media, and legal document preparation and drafting.

Commitments can be full- or part-time. Ten-week, full-time positions are available during the summer. Transcend Legal is based in New York City, but remote work is possible.

## **About Transcend Legal**

Transcend Legal is a national organization cultivating equitable social, medical and legal recognition of transgender people by offering culturally competent, transgender-led legal representation, public policy advocacy, community education & organizing, and public education.

Our current areas of priority are ensuring that (1) all transgender people in the U.S. can access the health care that they need; and (2) all transgender people in New York can have their name & gender legally recognized.

## **Responsibilities**

Interns will work directly with the Executive Director and Director of Name & Gender Recognition. Interns will gain experience by:

- Compiling legal information and referral resources;
- Conducting medical research;
- Drafting medical briefs;
- Participating in client intake;
- Researching and drafting materials for public education.

## **Compensation**

This is a nonpaying volunteer position. Interns are encouraged to seek out and apply for grants from their school or other sources, and to request course credit where available.

## Desired Experience and Qualifications

Desired qualifications include:

- The highest levels of initiative, creativity, and good judgment;
- Excellent research, writing, analytical and communication skills;
- Well-organized, self-directed, and able to complete multiple tasks in a timely and efficient manner;
- A commitment to actively working in alignment with other social, racial, and economic justice movements; and
- Experience with or commitment to serving transgender communities.
- Proficiency in Spanish is a plus.

## How to Apply

Applicants should prepare the following:

- Cover letter including:
  - Your interest in transgender legal work, including any relevant life or work experience gained;
  - Where you learned of this internship opportunity; and
  - Your availability (time of year, part-time or full-time)
- Resume

Email your application to:

Mr. Noah Lewis  
Executive Director  
Transcend Legal  
nlewis@transcendlegal.org

Please put “Internship application” in the subject line.

Applicants are encouraged to submit applications as early as possible, as decisions are made on a rolling basis.

Transcend Legal is committed to building and maintaining a diverse staff and is an equal opportunity employer. People of color, transgender and gender-nonconforming people, immigrants, and people with disabilities, including people living with HIV, are encouraged to apply.