

# **The Center for Family, Community and Social Justice, Inc**

## **Intern and Volunteer Opportunities**

### **About Us**

The Center for Family, Community and Social Justice, Inc. is a not-for-profit educational institution. The primary mission of the Center is to train mental health and human services professionals to support and facilitate the development of children, adolescents and adults within their families and communities.

### **Thank you!**

As a non-profit organization, we know that volunteers and interns are essential components in helping The Center for Family, Community and Social Justice, Inc fulfill our mission.

As volunteers or interns, you'll give time and resources and in return learn new skills, make new contacts and receive the satisfaction that you are contributing to a larger community effort to make a tremendous difference in the lives of those in need.

There are a number of ways to contribute as a volunteer or intern - and all are deeply appreciated. Five such opportunities are detailed on the following pages. There are currently open positions in Special Events, Public Relations & Media, Fundraising, Volunteer Recruitment and Community Outreach & Strategic Database Work.

If you are looking for a different type of opportunity, we still hope you'll call us, as our specific needs often change and we'd love to hear from you.

### **Attention Students**

If you are looking for a Summer Internship Experience we can create a position focusing in any of the areas below, or combining various areas to meet your interests for up to 20 hrs. per week. Some stipends may be available for the right candidates. Good performance can augment your resume and provide letters of recommendation!

<p>Hinda Winawer The Center for Family, Community and Social Justice, Inc. 166 Bunn Drive, Suite #105 Princeton, NJ 08540 Tel: 609-921-3001 Fax: 609-921-2298</p>
---

[hindawinawer@cfcsj.net](mailto:hindawinawer@cfcsj.net)

More information on us can be found at [CFCSJ.net](http://CFCSJ.net)

## **The Center for Family, Community and Social Justice, Inc**

### **Intern and Volunteer Opportunities**

#### **Special Events\***

**What you'll do:**

Help oversee various components of an upcoming event, e.g., create PowerPoints, internet donor research, acquire silent auction prizes, help obtain a raffle license, help with mailings etc.

**Suggested Time Requirement:**

2 to 8 hours a week - during event production.

**You must:**

- Have passion and interest - in order to encourage others to participate and become involved with us!

**You'll need:**

- Creative ingenuity
- Good communication skills
- The ability to meet time commitments and perform task assignments
- Effective leadership skills
- Sales and Marketing Skills
- Advanced computer, internet and website skills highly desired!

\*Specific position descriptions and position availability will be determined based on when you join our team!

To learn more about this opportunity or to arrange a tour or an interview, please contact:

Hinda Winawer  
The Center for Family, Community and Social Justice, Inc.  
166 Bunn Drive, Suite #105  
Princeton, NJ 08540  
Tel: 609-921-3001  
Fax: 609-921-2298  
[hindawinawer@cfcsj.net](mailto:hindawinawer@cfcsj.net)

More information on us can be found at [CFCSJ.net](http://CFCSJ.net)

## **The Center for Family, Community and Social Justice, Inc**

### **Intern and Volunteer Opportunities**

#### **Public Relations, and Media\***

**What you'll do:** Work with The Center for Family, Community and Social Justice, Inc. staff to help publicize events and programs and the role we play in the community.

**Suggested Time Requirement:** 2 to 8 hours a week, more as required by stories and hot leads

**You must:**

- Have the Desire to spread the word about the important work that **The Center for Family, Community and Social Justice is doing**

**You'll need:**

- A Strong interest in Public Relations and the Media
- A strong knowledge of social networking sites and/or a desire to learn more about social media marketing
- Excellent organizational skills
- To help create up-to-date press lists and a media sources guide
- Excellent communication and follow-up skills
- The ability to meet time commitments and perform task assignments

\*Specific position descriptions and position availability will be determined based on when you join our team!

To learn more about this opportunity or to arrange a tour or an interview, please contact:

Hinda Winawer  
The Center for Family, Community and Social Justice, Inc.

166 Bunn Drive, Suite #105

Princeton, NJ 08540

Tel: 609-921-3001

Fax: 609-921-2298

[hindawinawer@cfcsj.net](mailto:hindawinawer@cfcsj.net)

More information on us can be found at CFCSJ.net

## **The Center for Family, Community and Social Justice, Inc**

### **Intern and Volunteer Opportunities**

#### **Fundraising Activities\***

**What you'll do:** Help CFCSJ raise needed funds

**Suggested Time Requirement:** 4 - 8 hours per month

**You must:**

- Have the desire to help **The Center for Family, Community and Social Justice, Inc** raise needed funds.

**You'll need:**

- to help us research potential funders/donors
- to perform varied tasks as needed: i.e. assemble appeal packages, assist with mailings, work on upcoming events
- to perform general office duties
- excellent internet skills
- The ability to meet time commitments and perform task assignments

\*Specific position descriptions and position availability will be determined based on when you join our team!

To learn more about this opportunity or to arrange a tour or an interview, please contact:

Hinda Winawer  
The Center for Family, Community and Social Justice, Inc.  
166 Bunn Drive, Suite #105  
Princeton, NJ 08540  
Tel: 609-921-3001  
Fax: 609-921-2298  
[hindawinawer@cfcsj.net](mailto:hindawinawer@cfcsj.net)

More information on us can be found at CFCSJ.net

# The Center for Family, Community and Social Justice, Inc

## Intern and Volunteer Opportunities

### Volunteer Recruitment\*

**What you'll do:** Help CFCSJ acquire dedicated interns and volunteers

**Suggested Time Requirement:** 4 - 8 hours per month

**You must:**

- Want to raise awareness of **The Center for Family, Community and Social Justice, Inc** in colleges, high schools and in other public areas with the end goal being additional volunteers and interns at our organization.

**You'll need:**

- To research health fairs, community events, school programs etc. that may be good places for outreach.
- To research/contact/ and place job descriptions in career development offices at local colleges and schools
- To research/contact/reach out to retirees and retiree organizations to seek volunteers
- To investigate new ways to encourage volunteerism
- To work with CFCSJ to help create for-credit internships and then publicize possible programs to local schools
- The ability to meet time commitments and perform task assignments

\*Specific position descriptions and position availability will be determined based on when you join our team!

To learn more about this opportunity or to arrange a tour or an interview, please contact:

Hinda Winawer  
The Center for Family, Community and Social Justice, Inc.  
166 Bunn Drive, Suite #105  
Princeton, NJ 08540  
Tel: 609-921-3001  
Fax: 609-921-2298  
[hindawinawer@cfcsj.net](mailto:hindawinawer@cfcsj.net)

More information on us can be found at [CFCSJ.net](http://CFCSJ.net)

## **The Center for Family, Community and Social Justice, Inc**

### **Intern and Volunteer Opportunities**

#### **Community Outreach and Strategic Database Work\***

**What you'll do:** Help CFCSJ clean our existing mailing list/database and help us add new strategic prospects to our existing names

**Suggested Time Requirement:** 4 - 8 hours per month

**You must:**

- Want to help us target and reach the most strategic prospects.

**You'll need:**

- Excellent computer skills
- The ability to perform internet research
- The desire to "think outside the box" when doing research and cleaning lists
- To work with CFCSJ to assess how to target the best new prospects.
- The ability to meet time commitments and perform task assignments

\*Specific position descriptions and position availability will be determined based on when you join our team!

To learn more about this opportunity or to arrange a tour or an interview, please contact:

Hinda Winawer  
The Center for Family, Community and Social Justice, Inc.  
166 Bunn Drive, Suite #105  
Princeton, NJ 08540  
Tel: 609-921-3001  
Fax: 609-921-2298  
[hindawinawer@cfcsj.net](mailto:hindawinawer@cfcsj.net)

More information on us can be found at [CFCSJ.net](http://CFCSJ.net)

