

### **High School Internship (Seasonal) Job Description**

The Washington Urban Debate League (WUDL) is looking for three unpaid high school interns to support our programming and communications staff for the 2024-25 academic year, to start ASAP. This role reports to the Director of Programming and Development and includes the following duties:

- Conduct research assignment and produce debate files for the WUDL Travel Team and the WUDL Core Files;
- Assist with the development of a WUDL debate manual, including drafting relevant sections, and editing;
- Assist with WUDL communications and social media materials
- Do other tasks, as necessary to support the league, including a larger task

Our goal is to help you build your resume, doing concrete tasks and demonstrating skills so that you can leverage this position as you apply to college and other positions down the line.

#### **Hours and Location:**

We envision approximately 3-5 hours a week on average. The schedule will be flexible to accommodate candidates' school, work, and extracurricular responsibilities. This will be a remote position.

Candidates would start immediately and run through May 31st, 2025.

#### **Compensation:**

This is an unpaid position.

#### **Desired Traits / Experience:**

- Current 11th or 12th grade WUDL debater
- Knowledge of Policy debate norms
- Experience conducting research and producing debate files
- Strong organizational and communication skills
- Entrepreneurial spirit, comfortable working independently, online, and in small teams

#### **To apply for this position:**

- Resume, Cover Letter, and two references (who do not work for the WUDL)

Please send the above materials to David Trigaux at [david.trigaux@wudl.org](mailto:david.trigaux@wudl.org)

We are looking for someone to start as soon as possible, applications will be accepted on a rolling basis until a candidate is hired. WUDL encourages candidates from traditionally underrepresented backgrounds to apply.