



## Refugee Artisan Initiative

Address:	<p><b>3200 NE 125th Street, Seattle, WA 98125</b> (temporary location while facility is remodeled, ~Q1)</p> <p><b>12337 Lake City Way NE, Seattle, WA 98125</b> (permanent location, ~Q2)</p> <p>(These locations are less than a block from each other, on the same transportation lines.)</p>
Website:	refugeesarts.org
Mission:	<p>At Refugee Artisan Initiative, we partner with refugee and immigrant women to help them achieve their dreams. We hold that sewing is a universal language: women of diverse backgrounds find community together as they use needles and thread. In this safe space, women develop their skills, their confidence, their entrepreneurship, and their sense of purpose.</p> <p>The four pillars of RAI's work: equity, training, sustainability, and community.</p> <p>RAI partners with refugee and immigrant women to foster an inclusive, prosperous transition to the US through artisan skills training and micro business development.</p> <p><b>Vision:</b> A community that values and invests in refugee and immigrant women as they achieve economic independence.</p>
Intern Title:	Community Outreach Intern
Internship Description:	RAI is seeking an intern to help raise awareness and support for RAI's work across a variety of areas including: storytelling, events, grants, data management, administration, and marketing.
Responsibilities:	<ul style="list-style-type: none"> <li>Assist with event planning and execution, including for RAI's Annual Gala and Grand (re)Opening in Q2.</li> <li>Create and update data entries and records.</li> </ul>

	<ul style="list-style-type: none"> <li>• Assist with research and content generation for RAI's marketing and grants teams.</li> <li>• Help develop and implement donor outreach plans to maintain donor relationships.</li> <li>• Assist with customer service, visitors, etc.</li> <li>• Assist with a variety of administrative tasks as needed.</li> </ul>
Qualifications: (required and/or desired)	<ul style="list-style-type: none"> <li>• Understanding and ability to model RAI's commitment to empowering refugees, to social justice and change, and to equity in all aspects of their work.</li> <li>• Experience with diverse communities.</li> <li>• Passion for equity and sustainability.</li> <li>• Great communication skills (multilingual helpful but not required)</li> <li>• Digital skills (e.g. Google Drive, Canva, CRM software, etc.)</li> </ul>
Schedule:	10 hours/week. Most shifts will take place weekdays between the hours of 9 am to 5 pm. Exact schedule can be coordinated with the intern.
Working Location:	In person at our location in Lake City.