



**Franciscan Action Network
Intern Job Description
Washington D.C.**

<https://franciscanaction.org/>

Rev. August 2025

Location:	Onsite internships at FAN's office: 1400 Quincy Street NE Washington, DC 20017
Dates:	SPRING: February - May SUMMER: June - August FALL: September - December Start and end dates are flexible and can accommodate academic schedules.
Internship Benefits:	Academic Credits (per institution)
Stipend / Wage:	\$20/ hour
Hours Per Week:	<u>Fall and spring internships:</u> 10-15 hours per week (up to 12 weeks) <u>Summer internship:</u> Up to 35 hours per week (up to 10 weeks)
Contact:	Nora Collins, Director of Campaigns (ncollins@franciscanaction.org)

Description

The Franciscan Action Network (FAN) seeks dynamic individuals to serve as part-time interns (10-15 hours/ week for up to 12 weeks) during the fall and spring semesters and full-time (35 hours/ week for up to 10 weeks) during the summer semester. The FAN internships are paid positions and onsite at FAN's offices, located in Washington DC. FAN is a nondiscriminatory, nonpartisan 501(c)3 organization and is committed to building a diverse, equitable, and inclusive community among staff, board, and our broader network.

Organization Information

Inspired by the gospel of Jesus and the example of Saints Francis and Clare, the Franciscan Action Network is a collective Franciscan voice seeking to transform United States public policy related to justice, peace, creation, and human dignity. Founded in 2008, the organization serves a large network of Franciscan religious communities as well as thousands of laypersons who identify with the Franciscan charism. By informing, inspiring, and mobilizing its large and growing network for advocacy, FAN is building an intergenerational Franciscan movement at the grassroots and national levels. As a small staff, we operate in an inclusive, mutually supportive manner and develop decisions by consensus.

Job Description

The intern will work closely with the FAN staff to support our faith-based advocacy work for justice, peace, creation, and human dignity. In particular the intern will focus on helping to schedule legislative meetings, prepare legislative backgrounders and explainers, prepare written and multimedia materials, make logistical arrangements for meetings and events. The intern will also have the opportunity to attend faith-based organizing meetings and events in Washington D.C. This will be a varied, fast-paced internship offering an outstanding opportunity to learn about faith-based advocacy.