



Generalist Intern

Under the direction of the Office Coordinator, this intern will assist several Coalition staff members, including; the Child and Family Advocacy Coordinator, the Training and Standards Coordinator, the Technical Assistant Specialist, the Public Policy Director, the Administrative Director, the Public Relations Coordinator and the Sexual Assault Nurse Examination Program Director. Some of the tasks this intern may perform are:

- Assist in preparation of information packets for workshop participants and provide general assistance with trainings
- Assist with researching, writing and layout of internally produced newsletters
- Assist in maintaining and entering data on small library of research materials and media
- Assist with small in-house mailings and provide other administrative support
- Respond to requests from the general public for information on domestic violence, stalking and sexual assault issues

Skills Required: Computer savy, self starter, desire to learn about the issues of domestic and sexual violence and stalking.

Location: Coalition Office, 4 South State Street, Concord, NH 03301
If interested, please respond by emailing or sending resume and cover letter. Feel free to call for further information.

Contact: Karin Ashton
NHCADSV
PO Box 353
Concord, NH 03301-0353
Phone: 603-224-8893, ext 316
Email: karin@nhcadsv.org

The New Hampshire Coalition Against Domestic and Sexual Violence is a statewide network committed to ending sexual violence, domestic violence and stalking. Members of the Coalition include community-based independent member programs, a Board of Directors and a central office staff, working together to:

- ◆ ensure that quality services are provided to victims/survivors of sexual violence, domestic violence and stalking;
- ◆ prevent future violence by educating the public;
- ◆ influence public policy on the local, state and national level;
- ◆ and encourage the provision of quality services and accountability for perpetrators.

We recognize that violence and oppression are connected. We promote social change by holding societal systems accountable for their responses to sexual violence, domestic violence and stalking, and through the empowerment of victims/survivors.