Policy
Volunteer & Internship Opportunity

(Spring Semester 2027)

About LSPC

Legal Services for Prisoners with Children (LSPC) is a nonprofit legal organization that fights for the human rights and liberation of incarcerated and formerly incarcerated people. We build community power through legal advocacy, policy advocacy, community organizing, and leadership development. Our work is grounded in an abolitionist framework and a commitment to racial and gender justice. Learn more at prisonerswithchildren.org.

About the Role

This role is primarily dedicated to supporting LSPC's Policy team. During the legislative season, LSPC's policy team sponsors priority policies, monitors, and analyzes policies. This role will with will work with a team of community organizers, movement lawyers, community-based partners and directly impacted people and their families —primarily focused on policy reform in furtherance of LSPC's mission to:

- *Release* people from jails and prisons
- *Restore* civil and human rights
- *Reunify* families and communities impacted by mass incarceration

Our current campaigns (subject to change) focus on fair chance employment and occupational licensing, sentencing reform (adults and youth), ending predatory collection practices of court-ordered debt, family unity and upending the family policing system, ending involuntary servitude, fair chance housing, disability justice, and climate justice for incarcerated people.

- Volunteers/Interns must be able to commit **12-15 hours per week.**
- This is a **hybrid role** (must be able to come into the office once a week).
- We are located at **4400 Market St, Oakland, CA 94608**.
- ***Please note that this is an unpaid position. However, interns are eligible to receive academic credit.***

What You'll Do:

1. **Policy Advocacy and Support**
    a. Analyze requests for LSPC to support or oppose proposed policies for criminal justice reform
    b. Triage policy support or opposition requests by legislative deadlines and policy area
    c. Draft letters of support and opposition to be submitted to the California legislature
    d. Incorporate feedback from staff to strengthen and improve responses.

2. **Records Management and Process Compliance**
    a. Regularly update organizational spreadsheets to track correspondence and project status.
    b. Utilize Salesforce to organize, update, and track information on policies

3. **Organizational and Cross-Team Support**
    a. When capacity allows, volunteers/interns may also support additional program areas:

i. All of Us or None Organizing: Assist with outreach, events, and campaign support.
ii. Manuals and Resources: Assist in updating and maintaining legal resource manuals.
iii. Policy Narrative: Help transcribe letters coming into policy team

What You Bring:

- Strong commitment to racial, gender, and economic justice
- High attention to detail and accuracy
- Excellent written communication and proofreading skills
- Ability to take initiative and work independently within clear guidelines
- Sound judgment and ability to maintain confidentiality
- Effective communication and collaboration skills
- Salesforce experience is preferred, but not required

Our Commitment to Equity

LSPC is committed to building a diverse and inclusive organization. We welcome applicants of all backgrounds and identities, regardless of age, ancestry, association with a member of a protected class, color, disability (physical, intellectual/developmental, or mental health/psychiatric), gender identity or expression, genetic information or characteristic, marital status, medical condition (cancer or genetic characteristic), military and veteran status, national origin, pregnancy, childbirth, lactation, or related medical conditions, race (includes hairstyle and hair texture), religious creed (includes dress and grooming practices), reproductive health decision making, sex/gender, sexual orientation, and use of protected leave. **We strongly encourage applications from formerly incarcerated and system-impacted people.**

How to Apply

Please submit a cover letter and resume to the LSPC Community Engagement Coordinator at: getinvolved@prisonerswithchildren.org.

The Spring 2027 internship will begin on January 18th and end on April 30th, 2026. Applications will be reviewed on a rolling basis.