Prison Monitoring Internship

Description
As an intern at the Pennsylvania Prison Society, you will learn about the issues surrounding prison conditions and the ways in which the criminal justice system and advocacy organizations respond to them. Interns will help us meet the complex needs of incarcerated individuals and their families by participating in the daily operations of our office.

You will work with the Prison Monitoring Director to support our Prison Monitoring Program. Under Pennsylvania law, volunteer Prison Monitors with our organization can conduct a confidential visit with anyone incarcerated in a state or county correctional facility. During your internship, you will be immersed in the history of the Prison Society, and learn about the organization’s unique positioning and goals. Interns frequently engage in opportunities that arise outside the office, such as visiting prisons, attending legislative events in Harrisburg, performing direct service with individuals who are returning from prison, and attending community events at Eastern State Penitentiary.

This internship is a good fit for you if you are flexible, have good communication skills, are interested in learning more about the prison system in Pennsylvania, and are ready to sharpen your data management skills.

Tasks and Responsibilities
The tasks and responsibilities of prison monitoring interns include, but are not limited to:
✔ Consistent and effective communication with the Customer Service Associate
✔ Executing the tasks given to general Prison Society interns
✔ Processing requests for Prison Monitors
✔ Assisting in collecting and managing data from surveys of incarcerated people
✔ Managing data collected from prisons to share out to the public
✔ Communicating with Prison Monitors for various purposes, including: updates on official visit requests, communication regarding visits, and gathering resources for the Volunteer Dashboard
✔ Assisting Prison Monitoring Director in maintaining program data that will help inform internal operations and Prison Society stakeholders
✔ Occasional communication with PA Department of Corrections and outside organizations
**Requirements**

Internships are available on a semester by semester basis, or for the full academic year with a minimum commitment of 10 hours per week. Interns may be undergraduate or graduate students. Due to COVID-19, remote internship opportunities are available.

The tentative start date for this internship is Monday, January 10th, 2022.

This internship is unpaid, but students are encouraged to use it as an opportunity to get work study funding or academic credit. Please note in your application email if you are pursuing credit for your internship, and any deadlines or requirements needed to obtain credit or work study funding.

All interested applicants must submit a cover letter and resume to frontdesk@prisonsociety.org