

City Coordinator, Race & Equity

2019 Urban Scholars Position Description

Job Duties

Undergraduate

- Conduct research on the 50 year history of the modern LGBT movement which was birthed at Stonewall Inn (NYC) on June 28, 1969.
- Collaborate with the Transgender Issues Work Group, the Trans Equity Council and key staff/elected officials in the development of a report on movement efforts including government policy shifts as a result of the movement
- Participate in pre-planning activities for the City's 6th annual Trans Equity Summit

Job Skills

- Ability to conduct research assignments as directed by departmental supervisor
- Technical skills including but not limited to Microsoft Office, Excel, PowerPoint, and SharePoint
- Event planning, logistics, and scheduling
- Experience working with artists or being an artist themselves
- Experience working with members of the LGBT community, or being a member themselves