



justice, hope & safety

Non-Legal Pro Bono Projects

- 1. Undergraduate Internships:** Please see <https://www.pairproject.org/careers> for open internship opportunities. *Time Commitment: We ask for a minimum commitment of 10-15 hours for at least 10 weeks.*
- 2. Law Student Internships:** Please see <https://www.pairproject.org/careers> for open internship opportunities. *Time Commitment: We ask for a minimum commitment of 10-15 hours for at least 10 weeks.*
- 3. Interpretation & Translation:** PAIR relies on volunteer interpreters and translators to assist with our work. Volunteers can interpret for “Know Your Rights” presentations, one on one intake or client meetings, medical evaluations. Volunteers can also assist with translating country conditions articles.
- 4. Appointment & Intake Support:** PAIR relies on volunteers to accompany clients to appointments, and to provide intake support in ICE facilities. Volunteers supporting detention intakes must pass a clearance process.
- 5. Expert Support:** PAIR relies on experts to conduct medical, psychological and forensic evaluations. We also seek experts for testimony in support of country conditions for asylum cases.
- 6. Technology Projects:** PAIR seeks assistance for a variety of technology projects including database assessment, database development (Salesforce), website support and platform training (such as Microsoft Office suite, Adobe Creative Suite, WordPress, Salesforce, etc.), and cybersecurity.
- 7. Organizational Planning:** PAIR seeks assistance from a team to conduct a high-level assessment of the organization across multiple functional areas, scoped thoughts on how to approach the due diligence, and an assessment of new program initiatives and/or expand and restructure existing programs.
- 8. Human Resources Projects:** PAIR seeks assistance with various human resource projects including human resource infrastructure assessments, performance review assessments, personnel policy assessments, recruiting and onboarding processes, benefits assessments, & organizational development.

- 9. Finance and Operations Projects:** PAIR seeks assistance with various finance and operations projects including operations infrastructure assessments, accounting and forecasting assessments, compliance support, software support, & vendor development.
- 10. Digital Communications Plan:** PAIR seeks assistance to develop an integrated digital communications plan (including website, social media, email or other channels and platforms) and to make key recommendations for our organization, focusing on bringing together consistent content approach, design and user experience.
- 11. Marketing & Communications Plan:** PAIR seeks assistance to develop a marketing and communications plan and to make key recommendations for our organization including a brief landscape or peer assessment, core audience, and message segmentation, and an overview assessment of key distribution platforms and channels.
- 12. CRM Relationship Infrastructure Planning:** PAIR seeks a team to assess our client relationship infrastructure (including client relationship management, goals, organizational approach to relationship building, staff capacity, and technology systems), and to develop a roadmap for how to solidify and grow the infrastructure that supports effective client relationships.
- 13. Data and Analytics Projects:** PAIR seeks assistance for various data and analytics projects including data assessment and system selection, data visualization & infographic template development, and data collection to maximize information to better share a story and enable fundraising efforts.