



Internship and Apprentice Opportunities

Build Healing-Centered Systems. Lead With Care. Grow With Us.

Transformative Changes (TC) is a **Black-women-founded healing justice organization** advancing mental health equity, racial justice, and community-led systems change across the Richmond region and Virginia. Our work centers healing-centered engagement, youth leadership, restorative practices, and culturally grounded responses to harm—because we believe communities are whole, powerful, and deserving of care.

As a growing start-up nonprofit, TC is investing in **people, leadership development, and organizational capacity**. Our internship program is designed for emerging leaders who want hands-on experience in justice-centered work while building real skills, confidence, and community.

Interns at Transformative Changes are not observers—they are **contributors, learners, and collaborators** in our healing justice ecosystem.

Internships & Apprenticeships at Transformative Changes

Transformative Changes offers both **internship** and **apprenticeship** opportunities.

- **Internships** are primarily designed for students seeking academic credit or structured professional experience.
- **Apprenticeships** are designed for individuals seeking **hands-on, skill-based learning**, mentorship, and exposure to healing justice work—regardless of enrollment in school.

Both pathways are grounded in real work, mentorship, and capacity-building. Interns and apprentices are prioritized for **paid or stipend-based opportunities** as funding becomes available and are intentionally written into grant proposals whenever possible.

Who We're Looking For



We strongly encourage applications from:

- **Black, Indigenous, and People of Color (BIPOC)**
- **LGBTQIA+ individuals**
- People with **lived experience** navigating systems connected to mental health, education, or community care
- First-generation college students and non-traditional career pathways
- Individuals historically excluded from nonprofit, policy, or leadership spaces

You do **not** need to have nonprofit experience to apply. We value **lived wisdom, curiosity, integrity, and a commitment to collective care**.

Available Internship Roles

Executive & Administrative Assistant Intern / Apprentice

Strengthening the backbone of healing justice work

This intern supports Transformative Changes' leadership and internal operations, helping ensure that programs, partnerships, and strategy are supported by strong systems and coordination.

You'll support:

- Scheduling, meeting coordination, and internal communications
- Organization of documents, calendars, and project trackers
- Administrative support related to grants, reports, and partnerships
- Preparation of agendas, notes, and leadership briefings
- Special projects tied to organizational growth and infrastructure

This role is ideal for someone interested in:

Nonprofit leadership, operations, development, administration, policy, or executive support.

Program Coordinator Intern

Black Youth Mental Health Collaborative & Rapid Responders Network



This intern works within TC's **Healing Justice Ecosystem**, supporting youth-centered mental health initiatives and community-based crisis response models that prioritize care over punishment.

You'll support:

- Program coordination for youth mental health and community care initiatives
- Communication and follow-up with youth, volunteers, and partners
- Tracking participation, milestones, and program outcomes
- Onboarding and coordination for Rapid Responders Network activities
- Development of healing-centered tools, guides, and participant materials

This role is ideal for someone interested in:

Youth leadership, mental health equity, community care, social work-adjacent fields, or restorative practices.

Advocacy & Engagement Coordinator Intern / Apprentice

Policy, storytelling, and community power

This intern supports advocacy, narrative change, and community engagement efforts connected to TC's work on safer schools, youth voice, and systems transformation.

You'll support:

- Advocacy campaigns and community engagement efforts
- Coordination of events, learning tours, and public actions
- Outreach to partners, coalitions, and community stakeholders
- Development of advocacy materials and communications
- Tracking policy developments related to youth, education, and care systems

This role is ideal for someone interested in: Advocacy, organizing, communications, public policy, or movement-building.

Marketing & Communications Intern / Apprentice



Storytelling, visibility, and movement narrative

This intern supports TC's storytelling and digital presence, helping translate healing justice work into accessible, values-aligned communications.

Key Responsibilities

- Support content creation for social media, newsletters, and website updates
- Assist with storytelling that centers youth voice and community impact
- Support graphics, captions, and brand-aligned messaging
- Help document events, convenings, and community actions
- Support content calendars and communications workflows

This role is ideal for someone who:

Wants to help put a start-up, Black-women-founded organization on the map and is energized by work at the intersection of communications, culture, narrative change, and justice—using storytelling as a tool for visibility, accountability, and collective power.

Floater Intern / Apprentice (Cross-Program Support)

Learn across the organization

This flexible role supports multiple areas of TC's work, offering broad exposure to operations, programs, advocacy, and community engagement.

You'll support:

- Administrative, programmatic, and advocacy projects as needed
- Events, research, outreach, and documentation
- Healing-centered engagement tools and workflows
- Special projects during high-impact periods

This role is ideal for someone who:

Is curious, adaptable, and exploring how they want to engage in justice-centered work.

Internship Structure, Credit & Compensation



Transformative Changes' internship program is designed primarily for **students seeking academic credit** or individuals who would benefit from structured, real-world experience.

While some internships may initially be **volunteer or for-credit**, Transformative Changes is committed to **prioritizing interns for paid or stipend-based opportunities** as funding becomes available. Interns are not viewed as free labor; they are emerging leaders whose contributions matter.

We actively work to **identify funding opportunities, partnerships, and grants** that allow us to compensate interns, and we intentionally **write intern roles into grant proposals and capacity-building budgets whenever possible**.

Interns who demonstrate strong alignment, reliability, and interest may be prioritized for:

- Stipend-based project work
- Grant-funded internship roles
- **Given priority for future paid opportunities** as the organization grows

We are committed to **transparency, flexibility, and care**, recognizing the material realities many students and emerging leaders—particularly those from **BIPOC, LGBTQIA+, and historically marginalized communities**—navigate.

Apply

Fill out the application. Email your resume, cover letter, and headshot to carissa@transformativechanges.org , cc' chloe@transformativechanges.org.