



Posting Date: 10.29.25

Position Title: Cultural Work Intern

Reports To: Cultural Work Manager

Employee Classification: Hourly (Non-Exempt), Limited Duration

Hours: 10 hours/week [0.3 FTE] through May 2026

Compensation: \$20.60 - \$21.22 per hour (based on experience)

About APANO CUF:

APANO Communities United Fund unites Asians and Asian Americans to build power, develop leaders, and advance equity through organizing, advocacy, community development, and cultural work. We envision a just world where Asians and communities who share our aspirations and struggles have the power, resources, and voice to determine our own futures, and where we work in solidarity to drive political, social, economic, and cultural change. APANO Communities United Fund (CUF) is a 501(c)(3) organization that works closely with its affiliate 501(c)(4) organization, APANO.

About the Position:

APANO CUF is looking for a Cultural Work intern to garner community engagement centered around risograph and zines. We envision the position will create avenues for BIPOC youth to contribute to a creative, socially engaged community. The **Cultural Work Intern** is responsible for supporting the Cultural Work Manager to engage community members through risograph and/or zine workshops. This individual will join a growing, seasoned team of member-leaders and staff working to win concrete change in the lives of Asian and Asian American communities in Oregon, and the larger world.

Our ideal candidate is interested in or currently studying arts/design, socially engaged art, sociology, social work, or other related fields. Our ideal candidate is also experienced with risograph, or excited to learn. Finally, this person is values-aligned and excited to engage Asian community members around social justice. The Cultural Work Intern reports to the Cultural Work Manager, and has no supervisory responsibilities.

Position Responsibilities:

Community Engagement (45%)

- Join community meetings and/or community events to promote Cultural Work offerings such as risograph, zine library, Open Studios, etc.
- With support from the Cultural Work Manager, plan and implement at least one community workshop centered around the risograph machine.
- Co-create flyers for Cultural Work events.

Risograph Support (45%)

- Support with the planning and implementation of Azn Zine Fest in February 2026.
- Support Cultural Work Manager with risograph 1:1 appointments

Additional Miscellaneous Tasks/ Support (10%)

- Meet bi-weekly with Cultural Work Manager for supervision
- Check Slack and email for other APANO events, opportunities, and connections

Qualifications:



The Cultural Work Intern will have:

- 1 year demonstrated experience in community engagement.
- Additional experience in creating & designing graphics.
- Strong ability to communicate and build relationships.
- Transparent and understanding attitude, with ability to adapt to a dynamic work environment.
- Sufficient English proficiency, as this position communicates regularly in written and spoken English
- Deep commitment to and vision for APANO's mission and strategic plan, including an understanding of the role of grassroots community organizing in social change and movement building.
- Respect for and demonstrated experience working with Asian and Pacific Islander activists, and a deep understanding of issues affecting Asian and Pacific Islander communities.
- Ability to travel to APANO at least once a week.
- Currently studying socially engaged art, sociology, social work, or other related fields.
- Ability to pass a background check.

Preferred, but not required:

- Asian and/or Pacific Islander language proficiency, both spoken and written.
- Experience with risograph machines, Spectrolite, Canva, and/or other design software.

How to Apply

Applications will be reviewed upon receipt and this position will be open until filled. Priority will be given to applicants who submit their application by **November 26th, 2025 at 11:59pm**.

Applications should be emailed as an attached document (PDF preferred) to jobs@apano.org with subject line "**Cultural Work Intern**".

Complete applications include:

- Cover letter (1 page max) clearly outlining the specific skills, knowledge, and experience you bring to the job and how those are a good fit with the responsibilities of the position.
- A complete resume (2 pages max) detailing relevant experience, work history, education and accomplishments.
- *[If advanced to finalist stage]* 3 references, with contact information, and your relationship to the reference

APANO Communities United Fund and APANO Action Fund are actively seeking to increase representation and develop the leadership of women, LGBTQ+ people, people with lived experience of economic injustices, and other underrepresented groups, including diverse API communities, both within the organization and the broader racial justice movement in Oregon and API communities. APANO Communities United Fund and APANO Action Fund are equal opportunity employers. All applicants will be considered for employment without attention to race, color, religion, sex, sexual orientation, gender identity, national origin, veteran or disability status, or any other legally protected classification.