SUMMER VOLUNTEER INTERNSHIP ANNOUNCEMENT

Future of California Elections (FoCE) seeks a summer intern. This internship will offer a learning experience in program support for the activities of FoCE, a coalition of election officials, civil rights organizations and reform advocates dedicated to strengthening California’s democracy.

About FoCE
Future of California Elections was formed in late 2011 to examine and address the unique challenges facing the State of California’s election system. California is home to the largest and most diverse electorate in the nation. In many ways, California has been a national leader in regard to elections, implementing online voter registration and providing election information such as sample ballots to all voters. And yet, the state still has far to go; California ranks near the bottom nationwide in the percentage of eligible citizens actually registered to vote, and current practices yield a voting population that does not mirror that of the state as a whole.

Internship Description
The intern will be based in FoCE’s office in Downtown Los Angeles for 10-12 weeks between June and August, 2018 and will be asked to volunteer a minimum of 20 hours a week. The internship offers the learning opportunity to obtain experience in the field of civic engagement and election reform and includes a $1500 stipend for transportation costs and meals, paid in two installments (halfway through and at the conclusion of the internship). The internship is a volunteer position and does not guarantee employment. We will accommodate the intern’s academic commitments by scheduling flexibly with respect to the intern’s summer academic calendar.

The intern will work closely with the Executive Director to develop their own project for youth civic engagement and they will support the Voter’s Choice California project as well as other projects as defined by FoCE staff.

Requirements
- Enrolled in an undergraduate degree program and will be a Senior in the upcoming academic year or enrolled in a master’s or other graduate program.
- Demonstrated ability to work with spreadsheets.
- Social media experience.
- Strong oral and written communication skills, including proofreading and editing.
- Excellent organization skills
- Demonstrated proficiency in computer technology including applications for project and data management (Excel, Microsoft Word, and PowerPoint).

To Apply: Please send cover letter, resume and short writing sample to Project Coordinator Rachel Sherman at rsherman@futureofcaelections.org.

Future of California Elections is a project of Community Partners.