Internship Opportunity: Earn course credit for school!

Councilmember Jeannine Pearce, Second District is seeking interns!

Description:
Interns will be provided with an up-close look at how local government operates in a fast-paced elected office. They will gain first-hand experience handling constituent casework, doing community outreach, and performing legislative research. Interns will have the opportunity to learn about the City of Long Beach and expand their professional network by shadowing staff at various community meetings and civic events.

Eligibility:
- Open to high school and college students
- 10 hours per week minimum (5 hours minimum per day)
- Ability to multitask and prioritize tasks with a mature and responsible attitude
- Strong writing and speaking skills
- Familiarity with Microsoft Word, Excel, Outlook is a plus
- Knowledge of a foreign language is a plus

Time:
Monday- Friday from 9am-5pm. Must be flexible to be on call for some weekends. Please submit your class schedule so we know your availability.

Duties and Responsibilities:
Interns will be tasked with
- performing casework to address concerns for residents and local businesses
- providing administrative support to staff
- assisting with community outreach
- organizing community meetings and events

Compensation
Unpaid, but we will sign off on class credits.

Questions? Contact Devin Ablard at (562) 570-7280 or Council District 2: (562) 570-2222
Submit your resume and schedule at: Devin.Ablard@LongBeach.gov