



VOICES of Conservative Women Internship Description

Employer: VOICES of Conservative Women (VOICES) formed to help train and support the next generation of women leaders and/or candidates at all levels of government who support fiscal responsibility, limited government and free market principles. VOICES will also help educate the general public on causes and issues relating to fiscal responsibility, limited government and free market principles.

Title: Intern (Public Relations and Research)

Description: VOICES is seeking two (2) interns to assist with public relations and research. Duties include, but not limited to:

- Assemble and maintain VOICES membership and fundraising lists
- Research local candidates seeking VOICES support
- Maintain bimonthly contact with VOICES elected leaders
- Attend and help coordinate VOICES events including fundraisers, candidate meet and greets, candidate support events and candidate interviews
- Draft Press Releases on behalf of VOICES and contact local media outlets
- Maintain media contacts for local and state specific outlets
- Update social media sights including Facebook and Twitter to increase membership and awareness
- Research local bills and legislative policy regarding fiscal responsibility, limited government and free market principles
- Write position papers on VOICES core issues

Length: Spring/Summer Term and/or Winter Term ~ the time commitment will vary from eight (8) to sixteen (16) hours per week, but may require additional hours during peak times. Work hours are flexible based on scheduling needs. Work can be completed remotely with bimonthly meetings (conference call/in person) Interns will report directly to Jennifer DeJournett, Director.

This is an unpaid internship that can provide invaluable experience for students/recent graduates interested in state politics or Political Advocacy Groups. Please submit your resume and letter of interest to info@VoicesofConservativeWomen.org or VOICES of Conservative Women PO Box 2514 Maple Grove, MN 55311. For more information please contact Jennifer DeJournett at email above or 612-460-1870.