

Ward 12 is hiring!

Summer Internship

Pay Rate: \$20/hour

Hours: 20-40 hours per week

Timing: Flexible scheduling

May-August

Applications will be reviewed on a rolling basis starting February 19



**Office of Ward 12
Councilwoman
Rebecca Maurer**

All summer interns will be involved in the day-to-day operations of the Council office, including responding to constituent calls, attending community meetings, and preparing for summer committee & council meetings. We're also looking for interns who want to take on summer projects in any of the following areas:

1. **Research & Policy:** Complete a project researching and drafting a document related to legislative policy.
2. **Design & Story Telling:** It takes time and effort to effectively share complex information with the public. It's a skill we're happy to develop and support.
3. **Social Media:** We always have a regular schedule of social media and email posts. This may be useful for those interested in social media management.
4. **Community Building:** We are always in the business of connecting neighbors with the Council office and connecting neighbors with each other. Community Building may look like flyering, knocking doors, and getting the word out about summer events.

Application: Please send a resume and cover letter to council12@clevelandcitycouncil.org. Cover letter should include your interest in the position and your 2 preferred project categories from the list above.