2022 NEW VOTER PROJECT: GET OUT THE VOTE (GOTV)
PAID INTERNSHIP OPPORTUNITIES, CONCORD

About Monument Impact
Since 2001, Monument Impact has worked with the Monument community of Concord to address immigrants’ barriers to economic advancement. Today, Monument Impact works in both Central and East Contra Costa County. Our mission is to ensure that immigrants, refugees and low-income residents in Concord and surrounding communities have the voice, tools and relationships for an equitable share of the social and economic wealth in our region. To meet our mission, we integrate our direct services in workforce development, healthy community, immigration services, and more with community engagement and organizing.

Position Overview: GOTV Interns
Monument Impact is launching its 2022 New Voter Project and seeking Get Out the Vote (GOTV) Campaign interns to register new voters for the 2022 primary and general elections. Each intern will develop skills in GOTV and campaign strategy as well as in community organizing. As an intern you will work side by side with professional organizing staff.

Interns will learn how to speak to people about the importance of voting, how to register new voters, what’s at stake and how voting impacts the future of Contra Costa County and Concord. These positions are intended for individuals with a strong desire to increase voter registration, especially among Latinx youth. Interns will be goal driven and able to maintain a friendly and personable attitude towards volunteers, be proficient multi-taskers, demonstrate leadership qualities, and be willing to work in a dynamic, fast-paced, and people-oriented work environment. GOTV Interns report to the lead organizer. These are temporary positions with opportunities from March - June and September - November 2022.

Intern Responsibilities
The specific duties of the position include, but are not limited to:

● Work with MI staff and partner organizations to identify, engage, and register Concord residents to vote
● Help develop effective strategy to implement civic engagement plans on college campuses. Interns will work to craft effective tactics for the campus to use to increase voter participation and work to hit goals each week that voter participation
● Outreach to local high schools and table for voter registration
● Attend neighborhood events to meet community members, educate them on the registration process, and answer questions about completing out the registration forms
● Track demographic information of each person engaged
Participate in daily voter contact activities, such as phone banking and door-to-door canvassing
Conduct follow-up as needed

Duties, responsibilities and activities may change at any time with or without notice.

Desired Experience
We are looking for interns with basic proficiency with Microsoft Word and Microsoft Excel. Prior campaign experience is preferred but not necessary.

Skills & Qualifications
- Interest in working with local community organizations and residents
- Good time management skills
- Strong interpersonal skills and ability to communicate with people from different backgrounds
- Collaborative team player
- Comfortable with using technology social media platforms, texting, emails
- Ability to learn the specifics about voter registration, databases, and the engagement process
- Bilingual (English/Spanish) a plus

Hours and Compensation
- This is a temporary, part-time non-exempt position.
- 10-15 hours per week @ $18/hour
- Hours are flexible, but some weekends and evenings may be required for canvassing or registering voters
- Spring GOTV Internships will run late March to early June 2022
- Fall GOTV internships will run September-early November 2022
- This position is not eligible for benefits.

Application Process and Deadline
- Applicants should submit a resume and cover letter detailing your interest in social justice and getting out the vote to tony@monumentimpact.org with the Subject Line: GOTV Internships. Rolling interviews, positions open until filled.

Monument Impact is an Equal Opportunity Employer committed to Diversity Equity, Inclusion and Belonging. Women, people of color and LGBTQI+ people are strongly encouraged to apply.