

## **Campaign Internship—Second Franklin District**

- Summary:** The campaign team of State Representative Denise Andrews seeks unpaid campaign interns from across the Second Franklin District to help prepare and execute her reelection campaign. A minimum of two interns will be selected from each of the six towns in the district: Athol, Orange, Erving, Warwick, Gill, Greenfield.
- Qualifications:** Candidates must be at least 16 years of age. Interns must possess excellent verbal and written communication skills and a basic knowledge of the town that he or she represents as well as the district as a whole.
- Duties:**
- Reelection campaign—Participate in reelection efforts including maintaining a database of volunteers, distributing mailings, coordinating fundraising efforts, organizing meet-and-greets and leading Get Out the Vote activities.
- Current Events—Remain up-to-date with activities in hometown through local media. Attend municipal events as requested.
- Special Projects—Propose ideas for special projects and work with fellow interns to execute project plans. Complete additional tasks as assigned by intern coordinator.
- Evaluation:** Maintain regular phone and email contact with supervisor. Participate in regular meetings with supervisor and fellow interns to share ideas, questions and concerns.
- To Apply:** Send a cover letter and resume with three references (including personal and professional) to Avery Oldach at [avery.oldach@gmail.com](mailto:avery.oldach@gmail.com) no later than Friday, April 1, 2011.

\*Please tell us if you need specific accommodations.

\*Equal Opportunity Employer