



## Internship Posting Request Form

### Organization Name

Haley Stevens for Congress

### Internship Position Title

Field Intern

### Internship Position Description and/or Expected Duties (please be as specific as possible)

Internship Opportunity with the Haley Stevens for Congress Campaign  
Michigan's 11 th Congressional District  
Haley Stevens for Congress is seeking dedicated and enthusiastic interns to join our team!

#### RESPONSIBILITIES:

- Train volunteers on persuasive phone banking and canvassing best practices.
- Compile and analyze voter responses using VAN to produce daily and weekly reports.
- Attend and organize events, recruit volunteers, register voters, launch canvasses and rallies, etc.
- Attend mandatory weekly internship meetings for the duration of the campaign.

#### REQUIREMENTS:

- Commitment to the election of Democrats up and down the ballot.
- Strong written and verbal communications skills.
- Self-motivation, the ability to work independently and as part of a team.
- Adaptable to changing needs and program priorities.
- Minimum 10 hours per week. Minimum 3 months duration.  
(Availability outside of regular business hours is beneficial!)
- Must be able to secure transportation to and from your assigned shifts.
- Knowledge of Voter Activation Network (VAN) is beneficial but not required.
- Positive attitude required.

#### TO APPLY:

Submit resume and cover letter to

info@haleystevensforcongress.com . Please include "Internship Application" in the subject line of your email.

Questions may be directed to the campaign:  
Haley Stevens for Congress  
(248) 266-0498  
info@haleystevensforcongress.com

For more information about the campaign please visit our website: [haleystevensforcongress.com](http://haleystevensforcongress.com)

**Applicable College Majors (select all that may apply)**

Accounting (School of Business and Professional Studies)

Management (School of Business and Professional Studies)

Mass Communication (School of Business and Professional Studies)

Strategic Leadership (School of Business and Professional Studies)

Social Entrepreneurship/Non-Profit (School of Business and Professional Studies)

Sports Management (School of Business and Professional Studies)

English (School of Humanities)

Interdisciplinary Studies (School of Humanities)

Theatre (School of Humanities)

Theatre Management (School of Humanities)

Biology (School of Natural and Behavioral Science)

Health Sciences (School of Natural and Behavioral Science)

Psychology (School of Natural and Behavioral Science)

Social Work (School of Natural and Behavioral Science)

Nursing (School of Nursing)

**Contact Name (should be the Internship Supervisor)**

Abby May

**Contact Phone Number**

(248) 266-0498

**Contact Email**

info@haleystevensforcongress.com

**Organizational Address**

33717 Woodward Ave #539  
Birmingham, MI, 48009

**The internship hours will be performed:**

At the organization's office

Flexible, may be in office and/or remotely

**Minimum number of required hours per week:**

10 hours

**The internship will be:**

Unpaid

**Position Opening Date**

Wednesday, April 1, 2020

**The duration/season of the internship (check all that apply):**

Flexible

**Has the organization hosted an Intern from Rochester College in the past?**

No

**PDF attachment of internship details, if available**

