Kent County Democratic Party Internship Description

Are you looking for an opportunity to break into politics? Want to establish lasting connections and gain campaign experience? Interning for the Kent County Democratic Party is a great way to learn about state politics and the campaign processes that propel Democratic candidates into office.

The Kent County Dems are always looking for interns to contribute their time, hard work, and creative thought toward planning for the 2016 election. The program is designed to give a well-rounded experience, including substantial responsibilities in working with top Democratic staffers in Michigan.

Who are we looking for?

Proven leaders in their communities who are committed to Democratic and progressive principles. Smart, energetic, and fun people who are interested in gaining experience and involvement in politics.

Responsibilities and Qualifications

A commitment to the goals and ideas of the Democratic Party is a prerequisite.

Intern responsibilities vary greatly and range from assisting with administrative and office duties to research and direct field work. Applicants must be organized, reliable, punctual, have good oral and written communication skills. Applicants must and be able to work autonomously, as well as with others in a political environment. Computer literacy is required. Participants must have their own transportation.

This internship is available to all majors, however university students majoring in Political Science, Public Administration, Communications and Public Relations, and International Relations are encouraged to apply.

Current Internship Duties for Fall 2015 and Winter 2016

Political Organizing Committee – working with local Party organizations, elected officials, candidates and constituencies of the Party to elect Democrats; training of Party members; voter registration and education; issues conferences, and many other activities. Assist with maintaining database and other important data related projects.

Communications Committee – working to get the Democratic message out to members and to the public through radio, TV, print media, phone, fax, the internet, and other means, as well as doing issue research and writing. Utilize skills in web design and online marketing to assist the political organizing and the communications committees with various internet based projects, assist with the design and maintenance of Party website. Assist with event planning and promotion. Other duties as assigned.
Fundraising Committee – working to raise money for the Party by events, direct mail, telemarketing, membership, donor development programs, and other means. Be available to work certain fundraising events as needed, particularly on Saturdays, once per month. Learn how to put the “fun” in Fundraising! Party events need Party ideas, planners, invitations, hosts who love to provide TLC to Party guests.

Program Outline

By arrangement with a school, academic credit may be available. Contact the intern coordinator at your educational institution to learn details. This is an unpaid internship.

Application Procedure

E-mail your resume to Callie Melton at melton.callie@gmail.com or call 616-443-4744 for more information.