



TITLE: Legislative & Policy Intern

REPORTS TO: VP of Advocacy & Community Partnership

Habitat for Humanity of Greater Los Angeles (HFHGLA), where we Build Hope, Lives and Communities, is seeking a Legislative & Policy Intern

SUMMARY OF ESSENTIAL FUNCTIONS

- Research and develop policy positions on specific legislative bills
- Develop and coordinate the affiliate's annual legislative platform
 - Assist with federal, state and local programs.
- Attend community organizing and housing meetings

SUMMARY OF QUALIFICATIONS

- Student in at least their 2nd year of college
 - Major in social work or political science strongly preferred
- Strong research & writing skills
- Strong public speaker

This is an unpaid internship position, and candidates must provide proof of course credit. Schedule is 10-15 hours per week – with a minimum of Monday and Wednesday, 10AM-4PM. This position requires local travel in the normal course of performing internship duties with mileage reimbursement. Must have access to reliable transportation, valid driver's license and meet the state required amount of personal automobile liability insurance.

COMPENSATION: \$0.00

TO APPLY

If you want to join our team, please send a cover letter and resume to:

EMAIL: HR@habitatla.org **FAX:** (310) 323-0789 - Attn: HR

MAIL: 17700 S. Figueroa Street, Gardena, CA 90248 – Attn: HR

Please, no phone calls.

Visit us at: www.habitatla.org
contingent upon completion of a satisfactory background check.