



## OVERVIEW

### Position: **“Policy and Legislation Internship”**

#### **Organization Background:**

The League of United Latin American Citizens (LULAC), founded in 1929, is the oldest and largest membership based organization in the United States. Our mission is to advance the economic condition, educational attainment, political influence, housing, health and civil rights of the Latino population in the United States and Puerto Rico. LULAC empowers Latino families through advocacy and direct service programs in 41 states, the District of Columbia and Puerto Rico. LULAC engages its network of 135,000 volunteers organized in over 1,000 councils, 68 community technology centers and 18 LULAC National Educational Service Centers (LNESEC).

#### **Qualifications:**

LULAC is seeking energetic undergraduate students interested in policy, politics, advocacy, and research. Candidates must have an interest in issues impacting the Latino community including education, health care, immigration, civil rights, LGBTQ rights, housing, the environment, labor, the economy, among others. Please review [LULAC's National Policy Platform](#) which highlights our advocacy efforts. Candidates must have excellent oral and written communication, research, and organizational skills. The selected interns will assist with special events and assist in any other capacity needed as it pertains to LULAC's policy agenda.

Interns are expected to dedicate a minimum of 26 hours a week for 8 – 10 weeks. Flexible schedules permitted. Must have computer and Internet access.

#### **Responsibilities:**

- Monitor and analyze select federal and state legislation on matters affecting Latinos;
- Conduct legislative research and update policy fact sheets for upcoming events;
- Help identify speakers for panels, draft invitations, conduct follow-up, and secure participants for national events;
- Coordinate panels, assist with speaker materials, scripts and event registration;
- Connect and liaise with target Congressional offices and agencies;
- Assist with making appointments on Capitol Hill and with agencies as needed;
- Assist in the research and writing of policy pieces for LULAC National News Magazine, LULAC blog, Capitol Hill correspondence, and other publications as necessary;
- Help update content for the LULAC Policy webpage.

#### **Education:**

- Junior or Senior in College
- Minimum 3.0 GPA
- Major(s): Political Science; Law; Public Policy; Chicano Studies; Ethnic Studies

#### **How to Apply:**

Please visit [lulac.org/about/internships/](http://lulac.org/about/internships/). Send resume, writing sample, unofficial transcript, cover letter expressing interest and period of availability to [internships@LULAC.org](mailto:internships@LULAC.org).

Please include “Policy and Legislation Internship” in your email subject line.