

SAMPLE INTERNSHIP DESCRIPTION – NOT CURRENTLY OPEN – FOR INFORMATION ONLY

1000 Friends of Oregon Paul Gerhardt, Jr. Internship

Announcement of Public Interest Internship for Summer 2009 in Portland, Oregon

1000 Friends of Oregon is a thirty-four year old public interest organization founded by former Governor Tom McCall and dedicated to implementation of Oregon's comprehensive planning program. The Paul Gerhardt, Jr. Internship was established in 1986 to commemorate the life and work of 1000 Friends' planner Paul Gerhardt, Jr.

Purpose

The purpose of the internship is to provide an opportunity for on-the-job experience for planning students or those in similar fields, especially those with an interest in public service.

Terms

The position is for three months, at 1000 Friends' Portland office, paid at \$1,500 per month. Limited additional funds are available for assistance with travel expenses to and from Portland.

Description of Work: Supervision

The intern will work on one or two large projects, such as 1000 Friends' efforts to reduce greenhouse gas emissions through linking land use and transportation. The intern may also work on smaller, short-term projects in order to gain a wider acquaintance with Oregon's land use program. Staff supervision will be provided by the staff planner or staff attorney in charge of each project.

Selection Criteria

The criteria used in selecting the intern will include academic excellence, evidence of initiative, the ability to work independently, and demonstrated interest in public service. Preference will be given to undergraduate planning majors or graduates who have not yet begun graduate school. However, students in other fields or in graduate school will be considered. **Law students are specifically excluded.**

Applications and Deadlines

Applications consist of a resume with cover letter, academic transcript, a writing sample, and at least three reference letters, including at least two from professors familiar with the applicant's work. References should offer a confidential evaluation of the applicant's qualifications as measured against the criteria above and should be sent directly to 1000 Friends of Oregon; references should provide full contact information.