15 June 2016

Dr. Wiley’s Weekly Brief
The GW Political Science Department Undergraduate Newsletter

In this newsletter:
- New internships & job opportunities
- Upcoming events
- Publication Opportunities

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Follow Us On Instagram! @GWU_PSC
Paid Opportunities

NEW POSTING!!
CSN-IC Campaign Outreach Intern I at AARP
Pay: $15/hr

Position Responsibilities
Provides assistance to the Campaign Outreach team, focusing on social media support:
1) Draft, edit and design campaign materials for earned media and grassroots activities. Campaigns include: Financial Security, Fraud Watch Network, Take A Stand, and Utilities.
2) Assist with creation and implementation of employee communications editorial calendar for campaigns.
3) Compile weekly social media analytics data and various weekly, monthly, and quarterly reports.
4) Assist onsite at Campaigns events in DC, as necessary.

Position Complexity, Interaction, and Impact
Works under the close supervision of the Campaign Outreach team. Individual should be self-motivated and able to work independently as well as part of a team.

Works closely with Campaign Outreach senior advisors and advisors on specific, ongoing as well as special communication projects to support the Campaigns.

Applicant should be able to demonstrate writing skills, with course work in communication, news and feature writing, or social media networks.

The applicant must have the ability to work under tight deadlines at times and thrive in a fast-paced environment.

Desired Education, Work Experience, and Competencies
• Intern must be currently enrolled in his/her junior or senior undergraduate years in an accredited college or university, with a minimum GPA of 3.0
• College or University curriculum must include study in communication and/or public relations, and politics or advocacy.
• Two letters of recommendation and three writing samples are required
• Ability to work well with diverse populations.
• Commitment to the goals and priorities of AARP.
• Superb organizational and communication skills.
• Skill in using Microsoft Office Suite, Facebook, Twitter, and YouTube.
• Experience using Photoshop, Publisher, Canva, or other graphic tools.

More information at:
http://www.jobs.net/jobs/aarp/en-us/search/United-States/category/Entry-Level/?FullSite=1
NEW POSTING!!
CJJ is hiring a Project and Office Assistant! He/she will be responsible for providing ongoing project support for all staff, as well as the core operational functions of a dynamic national nonprofit. The assistant will:

- Manage the day-to-day operations of the office,
- Assist with all administrative processes and logistical planning for conferences/meetings,
- Assist with all aspects of member recruitment and retention, and
- Serve as support for project development, fundraising, communications, and webinars.

Click here to view the full job description. This hourly position ($16/hour) is part-time (approximately 16-20 hours per week), with a flexible schedule. It is ideal for a current graduate-level student.

To Apply
Please send a cover letter, resume, writing sample, and a minimum of three references to careers@juvjustice.org. No phone calls please. Applications accepted until position is filled. Please note: due to the volume of responses anticipated, CJJ is unable to acknowledge each application received. Candidates selected for an interview will be notified directly.

NEW POSTING!!
Bockorny Group – Staff Assistant
The Bockorny Group, a bipartisan government affairs consulting firm, is seeking a highly motivated individual to fill the position of staff assistant. This position offers an ideal opportunity to gain experience working in politics for a highly respected firm. Duties will include, but are not limited to, client outreach, creating and curating online content, monitoring and aggregating information on regulatory and legislative activities. Staff assistant may also be asked to attend or stream Congressional hearings to take detailed notes for Lobbyists and clients. This individual must have strong writing and communications abilities, preferably with academic experience relevant to those skills. Comfort and proficiency with MS Word and online research are also required. Finally, a professional attitude, punctuality, self-motivation and a strong desire to learn are essential.

This position is full time starting at $30,000 plus bonuses and healthcare.

To apply, send a resume and cover letter to Kim Powell at kpowell@bockornygroup.com with the subject line “Staff Assistant Application.”

NEW POSTING!!
Bockorny Group – Paid Internship
The Bockorny Group, a bipartisan government affairs consulting firm, is seeking a highly motivated individual for a paid internship. This internship offers an ideal opportunity to gain experience working in politics for a highly respected firm. Duties will include, but are not limited to, client outreach, creating and curating online content, monitoring and aggregating information on regulatory and legislative activities. Interns may also be asked to attend or stream Congressional hearings to take detailed notes for Lobbyists and clients. This individual must have strong writing and communications abilities, preferably with academic experience relevant to those skills. Comfort and proficiency with MS Word and online research are also required. Finally, a professional attitude, punctuality, self-motivation and a strong desire to learn are essential.

This internship is part time (20 hours per week) and pays $13 per hour.

To apply, send a resume and cover letter to Kim Powell at kpowell@bockornygroup.com with the subject line “Intern Application.”
The Democratic Party of Virginia is hiring field organizers to build a diverse and robust field team in Virginia in 2016. We are looking for passionate, hardworking individuals who are committed to helping elect Virginia Democrats this year in some of the most hotly contested races in the country. If interested, please send a resume and two references to resumes@vavictory2016.org or apply online at vademocrats.org/organizer.

Role Overview
Organizers will be responsible for various tasks focused on community engagement and capacity building. Organizers should be high energy, outgoing, enthusiastic, and willing to work long hours. Candidates with experience building coalitions among diverse groups of people and experience holding volunteers accountable are preferred. Organizers report directly to a Regional Organizing Director.

Tasks and Responsibilities
Including, but not limited to:
- Recruit, train and manage fellows and volunteers and expand the volunteer network
- Plan and manage voter registration action events
- Plan and manage phone banks and canvasses
- Knock on doors and make phone calls
- Amplify message, recruit volunteers and create online communities using social media platforms
- Help create a program that reflects assigned organizing regions

Required Skills & Background
- Exceptionally well organized with the ability to meet strict deadlines
- Excellent written and verbal communication skills
- Disciplined and solution-oriented approach to all tasks
- Must have access to a vehicle and a cellphone
- Commitment to electing all Democrats on the ballot

Preferred Background & Experience
- Previous campaign experience
- Proficiency with Votebuilder/VAN

How to apply:
If interested in applying, send a resume and two references to resumes@vavictory2016.org. Please include "Organizer” in the subject line. You can also apply online at vademocrats.org/organizer
Internships

NEW POSTING!!
Position Available: Intern
Vacancy Announcement Number: N/A
Office/Location: U.S. House of Representatives, Washington, D.C.
Closing Date: July 11, 2016
Salary Level/Range: Unpaid
Proposed Starting Date: September 2016
End date: December 2016

Job Description
The Office of the Historian seeks an unpaid intern with a strong interest in history. Responsibilities include assistance in day-to-day office operations, significant historical research, and other special projects as assigned. The intern must be highly motivated, collaborative, and possess excellent research and computer skills.

Applicant Instructions
No phone calls please. Email a cover letter, resume, and brief writing sample (no more than 5 pages) to history@mail.house.gov (PDF preferred) or fax to 202-226-2931. Please include “Internship Fall 2016” in the subject line of the email.

NEW POSTING!!
The Experiential Education Manager at the National Consortium for the Study of Terrorism and Responses to Terrorism (START), a DHS Center of Excellence based at the University of Maryland, is looking for interns for Fall 2016. START offers unpaid internships year round on a variety of research projects and teams. During the course of their internship, participants are exposed to the most up-to-date theories, methods and information related to the study of terrorism. They are versed in the critical questions tackled by homeland security practitioners, policy makers and researchers, and are mentored in a professional environment geared toward student success. The program is designed to prepare the next generation of homeland security scholars and practitioners through real-world research experience.

START’s internship program is open to undergraduate and graduate students (as well as some recent graduates) in any related discipline from any institution. Each internship lasts for one term. Participants work at least 10 hours/week during the fall and spring semesters and 20 hours/week during the summer. Our internships can be undertaken for academic credit, and this is highly encouraged. Interns participate in a program of enrichment and career development opportunities. All interns are required to work onsite with their research project staff. Because interns work directly with our researchers and staff on current research projects, the internship positions vary depending on our research portfolio.

Questions? Contact internships@start.umd.edu.
Go to: https://www.start.umd.edu/careers/internships
NEW POSTING!!

STUDENT VOLUNTEER OPENING

U.S. Department of Housing and Urban Development
Office of the Secretary

The U.S. Department of Housing and Urban Development's (HUD) Office of the Secretary (OSEC) seeks student volunteers for full or part-time positions to work in the Office of the Senior Advisor on Housing and Services for one or more semesters.

Office of the Senior Advisor on Housing and Services
The Office of the Secretary oversees the formulation of housing and urban development policy and coordinates with HUD program and support offices, as well as, the White House and other federal agencies to further HUD’s mission. The Office of the Senior Advisor on Housing and Services oversees policy development and coordination specifically in the areas of homelessness and veteran homelessness.

Position Description
Student volunteers will gain a first-hand perspective of how the agency functions and interacts with other government entities, interact and build relationships with senior staff, and have the opportunity to work on a wide array of assignments and programming that provide room for growth.

The student’s role will include completing highly-sensitive operational assignments, i.e. drafting the agency’s weekly report to the President, coordinating with Regional Administrators on OSEC priorities, and coordinating with program offices on key announcements and rollouts. The role may grow and change depending on the priorities of OSEC and the student volunteer’s abilities and interests. The student volunteer should also expect to work in collaboration with a variety of HUD offices, including senior staff.

Requirements:
- 18 years of age or older
- U.S. Citizen
- Enrolled in a degree-seeking program or 1 year post-graduation

Duration: September to December 2016

Location: Office of the Secretary, HUD Headquarters, 451 7th Street SW, Washington DC

TO APPLY:
Send a cover letter and resume to Nicholas.J.Abbott@hud.gov as soon as possible. Applications will be reviewed on a rolling basis.
NEW POSTING!!

Summer-Fall 2016 Economic Development Technical Internship

The International Economic Development Council (IEDC) seeks an enthusiastic and experienced intern, preferably a graduate student, to assist with IEDC’s ongoing economic development projects. The work schedule will require a minimum of 20 hours per week Monday through Friday at IEDC’s Washington, DC office. IEDC is flexible and willing to work around school schedules. The internship will commence immediately and can be a long-term assignment. This is a paid position.

Primary duties of the Intern will include but may not be limited to:

- Conducting literature reviews and other economic research.
- Helping to identify successful examples and case studies.
- Interviewing experts for research projects.
- Drafting reports, surveys, articles, case studies and PowerPoint presentations.
- Participating in team meetings and supporting IEDC with various ongoing projects.

Candidates should possess the following skills and qualifications.

- Outstanding research skills
- Superior writing ability
- Project and time management
- Ability to work as a member of a team
- Attention to detail and accuracy
- Interest/experience in the U.S. economic development profession preferred
- Computer skills: Microsoft Office. The intern may also use survey and/or webinar software during this assignment (training will be provided as necessary).

Requirements

- Currently enrolled in a (graduate) program in planning, economic development, economics, public policy, public administration, business administration, or related field.
- Intern must provide their own housing and transportation. This position is based in downtown Washington, DC in a location easily accessible to Metro lines and bus routes.

How to Apply

- Applications should include a cover letter, current resume with relevant employment and education background, and a writing sample. Writing samples can be previously written term papers. Applications will be accepted on a rolling basis until a candidate is chosen. Please send your application materials to intern@iedconline.org with the title: Summer–Fall Graduate Internship. Only applicants who are offered interviews will be contacted. No phone calls, please.

www.iedconline.org and www.RestoreYourEconomy.org
NEW POSTING!!

Summer-Fall 2016 Content Programming Internship

The International Economic Development Council (IEDC) seeks an undergraduate intern to help develop and organize content for conferences and webinars on economic development. The work schedule will require a minimum of 20 hours per week Monday through Friday at IEDC’s Washington, DC office. IEDC is flexible and willing to work around school schedules. The internship will commence immediately.

Position Description:

This position would help to develop content and manage the execution of educational events produced by IEDC. Specifically, he/she would work on IEDC’s conferences and webinars. IEDC’s conferences - including the Leadership Summit, Economic Future Forum, and Annual Conference - collectively attract over 2,000 attendees and welcome over 500 seasoned and respected economic development practitioners to present on their knowledge and expertise.

The webinar program produces at least one webinar a month and is a great value to IEDC’s members. The intern selected for this position would help conceptualize and develop content for a fall webinar series.

In addition to developing content for conferences and webinars, additional responsibilities could include speaker recruitment, the development of targeted marketing campaigns, and the development of processes and procedures to enhance organizational efficiency.

This would be an excellent opportunity for a young professional to learn about the real life challenges and successes economic development practitioners experience when on the job; how best practices are identified and replicated; and based on professional interests and experience, an opportunity to shape the discussion on such topics as business retention and expansion, economic development financing, real estate development and reuse, economic development marketing, entrepreneurship, technology-led development, neighborhood development, workforce, or another topic that would be of interest to IEDC members.

Requirements:

- Background in economic development, marketing, business, public or business administration or equivalent experience.
- Detail oriented.
- Ability to pursue various projects simultaneously to completion and within deadlines.
- Proficiency in Microsoft Office Suite and willingness to learn other software programs as needed

How to Apply:

Applications should include a cover letter, current resume with relevant employment and education background, and a writing sample. Writing samples can be previously written term papers. Applications will be accepted on a rolling basis until a candidate is chosen. Please send your application materials to intern@iedconline.org with the title: Summer–Fall Content Programming Internship. Only applicants who are offered interviews will be contacted. No phone calls, please.

www.iedconline.org and www.RestoreYourEconomy.org
NEW POSTING!!

“The office of Senator Lamar Alexander and his HELP (Health, Education, Labor and Pensions) Committee Staff in Washington, D.C. seek undergraduate students or recent college graduates for unpaid fall semester internships from late-August through mid-December. Responsibilities include press office and legislative office support as well as committee, research projects, administrative tasks and front office duties. Candidates must have strong communication and research skills.

Interested candidates should visit the websites below to complete the Fall 2016 application. Interested personal office candidates can email their application, resume and cover letter to internship@alexander.senate.gov. Interested HELP Committee candidates should email their resume, application, cover letter and writing sample to Internshipr@help.senate.gov. Deadline for fall applications is Wednesday, July 13th.

HELP Committee, Majority Staff: http://www.help.senate.gov/chair/internships

NEW POSTING!!

The Federal Home Loan Bank of Pittsburgh is looking for a Government Relations Intern for the fall, 2016 semester. The position will be 12 hours per week and located in our DC office.

Duties and Responsibilities:

- Monitors and prepares written reports on congressional actions including hearings, markups and floor debates
- Provides written analysis of testimony, hearings, reports and data issued by congressional bodies, government agencies, trade associations or think tanks
- Prepares substantive research on a wide range of developments that could impact policy debates affecting the organization
- Monitors hearings, testimony and reports issued by government agencies, think tanks and interest groups that impact the organization's policy agenda

Requirements:

- Two years of undergraduate study towards a Bachelor's degree in History, Political Science, Economics, Communication or other related area
- Working knowledge of the legislative process, with intern experience a plus
- Excellent verbal and written communication skills required
- Analytical skills required to prepare written analysis on various policy developments
- Proficiency in using a variety of computer software applications, especially Microsoft Office

Interested students should send their resumes/cover letters to Curtis Griffin at: Curtis.Griffin@fhlb-pgh.com
The American Bar Association's Government and Public Sector Lawyers Division has an immediate opening for a full-time, summer internship.

Although this internship is unpaid, it is an invaluable experience that provides various connections and exposure to the world of the public sector.

Previous interns have had the opportunity to be published, cover/attend Supreme Court cases during oral arguments, and network with high level federal attorneys.

Please email Ms. Kiren Jahangeer, GPSLD supervisor, at Kiren.Jahangeer@americanbar.org with a short cover letter, an expected start date, and resume if interested! Serious applicants only.

The office of Congresswoman Suzanne Bonamici (OR-01) is seeking interns for autumn 2016. Interns in the Washington, D.C. office will gain valuable experience supporting legislative staff and will learn about the operations of a congressional office. Responsibilities will include: conducting legislative research, providing office support, answering phones, assisting with constituent correspondence, leading tours of the U.S. Capitol, and assisting staff with projects as assigned. Interns in the district office in Beaverton, Oregon will assist the outreach staff and caseworkers, research policy issues, help with constituent communication through mail and phone calls and attend meetings with the Congresswoman. Successful candidates will demonstrate professionalism, strong communication skills, and an interest in learning more about the legislative process. Candidates with Oregon ties are strongly encouraged to apply. The deadline for applications for the autumn 2016 internship is July 15th. To apply, please visit http://bonamici.house.gov/internshipform

The Office of Congresswoman Debbie Wasserman Schultz (D-FL) has openings for full-time and part-time interns to support our administrative, legislative, and press teams. Responsibilities include: researching legislative issues, attending legislative briefings and hearings, answering phone calls, processing constituent mail, giving Capitol tours, assisting with communications and media materials.

Applicants should be enthusiastic, reliable, professional, hardworking, and have strong writing and communication skills. South Florida ties are preferred, but not required. Internships begin in late August/early September and run through the semester. These positions are unpaid. Interested candidates should submit a resume, cover letter, and one-page writing sample to RepDWSresumes@gmail.com by July 11. Location: Washington, DC.

There is an internship opportunity at Murphy For Florida's DC Office, a Florida Democrat running for the U.S. Senate. Familiarity with Excel, databases, and enthusiastic is a plus. Email Sam@murphyforflorida.com if interested.
Wisconsin Democratic Party Fellowship -- Summer 2016

The Wisconsin Democratic Party is seeking energetic and hard-working fellows for summer 2016 who are committed to winning for Democrats this November! Our organizing team is focused on building the Democratic Party's presence in Wisconsin, speaking out on critical issues facing our state, and helping Democrats up and down the ticket win in November. Fellows are an integral part of the campaign team in Wisconsin.

Fellows will be responsible for organizing in communities across the state - recruiting volunteers, registering and speaking with voters, attending political events, and helping maintain our database. Our goal is to give every fellow a valuable experience to learn and implement campaign tactics and strategies!

Remember to say you heard it from Emilie!

Click here to apply for the Wisconsin Democratic Party Fellowship (https://docs.google.com/forms/d/1fcr7LeFznoq5hPG3VzJ0MI-M-ZbDUkaMZD_uLK9UMRo/viewform?c=0&w=1)

Please email your Resume to WIfellows2016@gmail.com
Upcoming Events/Announcements

COLUMBIA UNIVERSITY
JOURNAL OF POLITICS & SOCIETY

2017 SPRING EDITION
CALL FOR PAPERS

The submission deadline for the Spring 2017 Journal is August 26th, 2016.

The Journal of Politics & Society is an interdisciplinary journal of undergraduate scholarship in the social sciences, published by the Helvidius Group at Columbia University. Founded in 1989, the journal provides a forum for young scholars to contribute to the global dialogue on a diverse range of issues pertinent to the social sciences.

The Editorial Board of the Helvidius Group is seeking submissions of scholarly research from UNDERGRADUATES in colleges and universities around the world. Current undergraduates and individuals who graduated after January 2014 may submit work they completed as undergraduates. In addition, the Journal of Politics & Society will award a cash prize to the author of the article judged most worthy by the Editorial Board in conjunction with faculty at Columbia University.

The Journal of Politics & Society is seeking original, creative, and rigorous articles in the fields of political science, economics, sociology, history, psychology, linguistics, law, anthropology, criminology, cultural and area studies, development studies, and demography.

Students from ALL SOCIAL SCIENCE DISCIPLINES are encouraged to submit their work.

Submissions must be at least 14 double-spaced pages in length but there is no maximum number of pages. Papers selected for publication undergo an intensive peer review and editing process, which involves significant communication between the Editorial Board and the author. Work previously written for classroom or individual use is welcomed.

Please submit all manuscripts at:
www.helvidius.org/submit/

Please note that essays directly submitted via email cannot be accepted.

For further information please visit:
www.helvidius.org

The Helvidius Group
Columbia University

515 Alfred Lerner Hall
2920 Broadway
New York, NY 10027 MC 2601
Out of the Closet, Out of a Home: Homelessness among LGBTQ Youth

**When:** Wednesday, June 22nd, 2016 from 6:30pm-8:30pm

**Where:** Church of the Epiphany @ Metro Center

**RSVP:** outofahome.eventbrite.com

The American Road and Transportation Builders Association (ARTBA), is sponsoring a student transportation video contest. Now in its sixth year, this contest asks students to create a video about any aspect of transportation in the United States. The top two winning videos will win a $500 cash prize. In past years, winning videos have received recognition in the transportation industry, including an audience in front of many of ARTBA’s 6,500-strong members at its national convention. This could be a beneficial project for a class, a student organization, or any student interested in current events.

More information can be found on the attached flyer and at our video contest website: [http://www.artba.org/video-contest/](http://www.artba.org/video-contest/)

ARTBA’s goal is to raise awareness of the importance of transportation infrastructure, enrich student academic experience, and highlight the talents of today’s students.
The Fellows Program on Peace, Governance, and Development in East Asia

The East Asia Institute (EAI) based in Seoul, South Korea, invites applications for its Fellows Program on Peace, Governance, and Development in East Asia. The Fellows Program targets East Asia-specialized scholars with cutting-edge expertise in political science, international relations, and sociology for an international exchange program with the goal of encouraging interdisciplinary research with a comparative perspective in the study of East Asia. The awardees will visit East Asia in order to conduct their research projects in 2017 and have a chance to make presentations in seminars and lectures arranged by the Partner Institutions where they visit, to experience and enhance their understanding of the East Asian region, and to promote academic exchange and communication with scholars who have shared interests. The Partner Institutions are the East Asia Institute in Seoul, Fudan University in Shanghai, Keio University in Tokyo, National Taiwan University in Taipei, and Peking University in Beijing.

Eligibility Application is open to East Asia specialized scholars and experts from all over the world, conducting research in the fields of political science, international relations, and sociology. The Ph.D or other corresponding qualification is required.

Selection The EAI will select five to six Fellows in 2016. The Selection Committee, composed of representatives of each Participating Institution plus an advisor who is a member of EAI’s international advisory board, selects awardees through a rigorous evaluation process. The Selection Committee looks for groundbreaking research.

Support The program provides funds ranging from USD 6,000 to 10,000 for each of the Fellows, which covers an honorarium for the article, seminar, and lecture as well as the cost of local transportation, round-trip economy-class international flight, hotel accommodation, meals, and a per diem for a total of two-week (or three-week) stay in East Asia (see comments on the Brochure).

Application For further details and instructions on how to apply, please download the Brochure and the Application Form available online at EAI Fellows Program or e-mail fellowships@eai.or.kr

Deadline Applications for fellowships must be received no later than July 10, 2016. The results of the competition will be announced by the end of August, 2016, via e-mail and EAI’s website.

For further inquiry, please contact:
Executive Director Young-Hwan Shin
Fellows Program on Peace, Governance, and Development in East Asia
East Asia Institute
#909 Sampoong Building, 158 Eulji-ro, Jung-gu
Seoul 04548, Republic of Korea
Telephone. +82-2-2277-1683 (ext. 107) | Fax. +82-2-2277-1684
E-mail. fellowships@eai.or.kr
Website. www.eai.or.kr
Career services offer industry newsletters to help you with your job search. Sign up information is below. Career services is always available to help with resume review, interview prep, and your job search. Visit http://careerservices.gwu.edu for more on the services they provide.