



Fall 2022 Progressive Internship Opportunities

Elections & Voting- Community and Civic Engagement Outreach Intern

The Ramsey County [Elections and Voting Department](#) is a non-partisan office that is one of the largest elections offices in Minnesota. The Ramsey County office administers state and county elections and carry's out the election duties for 12 cities (Saint Paul, Roseville, Falcon Heights, White Bear Lake, Vadnais Heights, Mounds View, St. Anthony, North Oaks, North St. Paul, Arden Hills, Gem Lake, White Bear Township and Little Canada) and five school districts (Saint Paul, Roseville, Mounds View, St. Anthony, and White Bear Lake). Our mission is to administer elections in Ramsey County in a fair, honest, impartial, accurate and efficient manner. This internship will focus on working with community partners, civic engagement, outreach, and voter engagement. Typical assignments include developing resources to carry a message and education into the community. Raise awareness of civic education and election participation in collaboration with community partners.

Ideally, candidates will have: 1) The ability to work a diverse population and have a basic understanding of voting, 2) exceptional verbal communication skills 3) an interest in community and civic engagement and a desire to learn.

Location: Onsite at - 90 Plato Blvd. West St. Paul, MN 55107

About the Progressive Internship Program

The Progressive Internship program is a partnership between Saint Paul College, Metropolitan State University and Ramsey County. The program is structured to provide a two-year experience across a student's transfer from Saint Paul College into a four-year program at Metro State. During this time, interns will have the opportunity to gain work experience in a local government setting through different projects of progressive difficulty. Interns will also have a chance to interact with other students in the program and expand their network within Ramsey County government.

Compensation: \$17.81 (non-benefit eligible)

Eligibility

We seek students who meet the following eligibility guidelines:

- Completed the first year of college by the time the internship starts (at least 24 credit-hours of academic coursework).
- A student at Saint Paul College or a transfer student from Saint Paul College now studying at Metropolitan State University.
- Interest in local government, public service, and real estate.
- Ability to work independently and able to relate to members of the public.
- Ability to work on your feet, to work outdoors in all weather and be able to perform accurate and consistent work.
- A car is preferred, and intern will be reimbursed for mileage.

Timeline: Initial screening of applications will occur on August 12, 2022. The interview process is expected to begin around August 22nd with selected candidates starting the internship in September 2022.

To learn more and apply: Visit www.ramseycounty.us/jobs, view current job openings, select the Progressive Internship opportunity, select "apply" in the upper left corner, complete application (including attaching resume).

Questions? Contact Noelana Gates at 651-266-2726 or Noelana.gates@ramseycounty.us.