The office of Councilmember Vivian Moreno is looking for bright, self-motivated individuals who are interested in learning the dynamics of working in a local government office.

Our internship program offers students a unique opportunity to have hands-on experience working in a City Council office. Among the main duties is to keep the residents connected with the work taking place at City Hall. This is accomplished through community events, constituent casework, correspondence and everyday involvement with the communities of Council District 8.

District 8 includes the communities of Barrio Logan, Egger Highlands, Grant Hill, Logan Heights, Memorial, Nestor, Ocean View Hills, Otay Mesa East, Otay Mesa West, San Ysidro, Shelltown, Sherman Heights, Stockton, and Tijuana River Valley.

Essential duties include:
- Gathering and reporting a variety of constituent requests
- Provide accurate and complete information in response to constituent inquiries
- Following up with various city departments on constituent casework
- Active involvement in organizing community events
- Assist with and maintain office procedures and routine correspondence
- Ability to manage multiple tasks and competing deadlines simultaneously

Transportation and other expenses are the responsibility of the intern, however, we do offer an hourly financial compensation. Interns may also qualify for extra-credit for their classes in addition to earning a letter of recommendation from Councilmember Moreno.

**How to apply:**
Please email your resume and cover letter to Chris Jonsmyr at CJonsmyr@SanDiego.gov