



## The Congressional Black Caucus Foundation Virtual Library Internship

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### Mission

The Congressional Black Caucus Foundation, Inc. (CBCF) was established in 1976 as a non-partisan, non-profit, policy, research and educational institute. Our mission is to advance the global black community by developing leaders, informing policy and educating the public through a variety of research and programs activities focused in three core areas: education, economic development, and public health.

### Purpose

Avoice: African American Voices in Congress is a project of the CBCF. The goal of this virtual library is to provide a central source of information about historical and contemporary African-American policy issues important to researchers, academics, educators and students. The core objectives of the project are to:

- Provide a history of African American legislators and African American sponsored legislation in Congress
- Provide current and historical information that positions the library as the leading online resource for African American political history and leadership
- Provide interactive learning tools that highlight the history of African American political involvement in Congress; and promote civic engagement among youth.

### Internship Description

Interns work 10-20 hours per week on a range of assignments including, but not limited to social marketing, conducting research and analysis, attending briefings, and coordinating event logistics and document preservation. The hours are flexible to accommodate class schedules. Interns are required to write a monthly status report outlining development progress and suggestions. This is a non-paid internship.

College credit must be arranged by the intern with his/her university.

### Selection Criteria and Process

Candidates eligible to participate in the CBCF Virtual Library Internship must be pursuing a degree at an accredited institution of higher education to receive college credit. Recent graduates are also eligible. Applications are submitted to Avoice at CBCF and reviewed by a selection committee.

### Additional Information

Participants in the internship must reside in or around the Washington, DC Metropolitan Area. Interns are responsible for all transportation costs.

### Information Dates & Application Information

The program dates for the Spring Semester 2011-CBCF Virtual Library Internship are January 2011 to June 2011. The intern may work all or part of the period. Please specify availability when submitting application.

**The application deadline is December 1, 2010.** All applications (resume, cover letter and an academic reference) must be submitted via email or mailed to: Congressional Black Caucus Foundation – Virtual Library Internship Program; 1720 Massachusetts Avenue, NW; Washington, DC 20036 and postmarked on or before this date. Email: [info@avoiceonline.org](mailto:info@avoiceonline.org)