

# AARP Internship Opportunities

## Fall 2008

**INFORMATION FOR ALL INTERNSHIP LISTINGS:** Fall internships at AARP are part-time (21 hours a week), paid positions, starting after Labor Day and going until December 19, 2008. All interns at AARP must be currently enrolled in a degree program in any discipline, or in a certificate program in gerontology. Many of AARP's internships relate to our "Divided We Fail Campaign;" information on this campaign can be found at [www.dividedwefail.org](http://www.dividedwefail.org). Students may apply for any of these internships by e-mailing their resumes to [internships@aarp.org](mailto:internships@aarp.org).

### Internship Openings at the National Office

Location	Office	Nature of Internship	Qualifications <small>(All positions require knowledge of MS Office programs, good writing skills, internet research skills, and ability to work as part of a team.)</small>
Washington, DC	CEO-Project Prepare	The AARP Project Prepare intern will assist with the development and launch of a personal finance web site. The intern will work on customer engagement and experience by identifying and prioritizing customer needs, soliciting feedback from users, monitoring web site analytics, tracking industry trends, participating on blogs and social networks, and helping to launch social media initiatives such as widgets and viral videos.	MBA candidate, preferably in marketing. Strong interest in internet marketing and social media; active user of social networking and other new media. Experience in conducting customer experience-driven research and ability to do simple html coding a plus. Knowledge of MS Office programs (especially PowerPoint).
Washington, DC	ICS – AARP Bulletin	The AARP Bulletin intern assists writers and editors by conducting online research on health care, financial security, communities, and people. The intern is responsible for managing the "What I Really Know" column of the Bulletin and for identifying potential stories that meet AARP's strategic goals. The intern will also conduct phone interviews, propose story ideas, assist with multimedia projects, and assist with producing web content.	Undergraduate student in communications, English, journalism, or multimedia production. Writing samples required. Experience writing for or editing high school or college newspapers and web production a plus.
Washington, DC	ICS-Segunda Juventud	The AARP Segunda Juventud intern will follow-up on promotional, multimedia opportunities for the publication. Tasks include follow-up with media contacts, coordinating materials for promotional events, gathering research for cover subjects and articles, coordinating art and editorial contacts, and providing customer service to readers.	Undergraduate student in communications, journalism, mass media, or public relations. Bilingual (English/Spanish) preferred; must have impeccable writing, reading, and speaking skills in English.

Washington, DC	ICS-Television & Radio Broadcasting	The intern will assist the TV and Radio Broadcasting staff with radio, television, and video production duties, including writing and creating content, tracking radio station carriage, and assisting with video shoots and editing. The intern will also assist with repurposing radio programs for web and podcasts, and research opportunities to link, blog, and otherwise promote radio and TV products.	Undergraduate or graduate student in multimedia communication, broadcasting, or journalism. Knowledge/experience of television and radio production is preferred. Experience with production of information for the web.
Washington, DC	ITS-Information Security	The AARP Information Security intern will assist staff to enhance its sharing of data among its business partners to protect member data. Tasks include identifying and mapping automated mechanisms for data sharing, analyzing the impact of data sharing for policy and regulatory compliance, identifying risk issues, and researching issues that impact the management and control of data security.	Undergraduate student in computer science, management information systems, computer operations, engineering, or a related discipline. Experience in risk management or information systems control compliance preferred. Excellent understanding of IT environments and operations.
Washington, DC	MBR –Member Value Research	The AARP Member Value Intern supports research project managers with project execution, checking data, and analyzing data using SPSS. The intern also conducts literature reviews and synthesizes research reports, writes short research summaries, and prepares Powerpoint presentations.	Graduate student in the social sciences (doctoral student preferred) or business. Training in research methods and statistics (preferably multivariate analysis) and knowledge of SPSS required. Market research background a plus.
Washington, DC	SIG-GRA, Livable Communities	The AARP Livable Communities intern will assist senior legislative representatives working on housing, transportation, and energy policy issues. Tasks may include attending and reporting on Congressional and agency hearings and coalition meetings; reviewing legislative and industry publications; attending briefings and conferences; tracking bill status, committee activity, and news coverage; research on industry groups; and legislative and regulatory analysis.	Graduate student in public policy, public administration, urban planning, social work, social sciences, or gerontology. Strong research, analysis, and writing skills.

## Internship Openings at AARP State Offices

<b>Location</b>	<b>Office</b>	<b>Nature of Internship</b>	<b>Qualifications</b> (All positions require knowledge of MS Office programs, good writing skills, internet research skills, and ability to work as part of a team.)
Phoenix, AZ	AARP Arizona	The AARP Arizona intern will work on outreach to Hispanic seniors on health and financial issues and benefits available to seniors. The intern will also research advocacy issues, prepare educational materials, and assist with planning, training, and recruitment of Spanish-speaking volunteers.	Undergraduate or graduate student in gerontology, political science, social sciences. Strong organizational and project management skills. Ability to speak and write Spanish.
Springfield, IL	AARP Illinois	The AARP Illinois intern will support the advocacy staff with campaign efforts and event planning related to Divided We Fail. The intern will assist with campus outreach, state fair, voter forums, grassroots organizing, and volunteer recruitment and organizing.	Undergraduate student in political science, communications, history, or related fields. Basic understanding of the legislative process.
Des Moines, IA	AARP Iowa	The AARP Iowa intern will help organize events and work with volunteers, partners, and the media to promote and implement the state's activities related to Divided We Fail. The intern will assist with volunteer trainings and meetings, help plan and implement events and programs, help develop general election strategies and promotions, and assist with media relations.	Undergraduate student in political science, government, social sciences, or communications. Experience in working on a non-partisan campaign and ability to do grassroots organizing a plus.
St. Paul, MN	AARP Minnesota	The AARP Minnesota intern will assist staff in activities related to the Republican national convention and the state senatorial election. Tasks include assisting with grassroots organizing, planning and implementing community events, outreach on political education, writing newsletter and web site articles, helping to organize press conferences, and working with the media	Upper-level undergraduate or graduate students in public policy, government, communications, gerontology, or the social sciences. Public speaking skills required.
Jackson, MS	AARP Mississippi	The AARP Mississippi intern will help staff build, educate, and develop the grassroots volunteer structure and engagement of AARP members. Tasks include recruiting and training volunteers, communications activities, planning events, and conducting online research.	Graduate student in sociology, gerontology, or social work. Interest in learning community organizing.

Providence, RI	AARP Rhode Island	The AARP Rhode Island intern will assist with preparing and posting content for the state web site and responding to member inquiries. The intern will also assist with preparing member newsletter, help plan and implement events and projects, and help collect Divided We Fail pledges and stories.	Undergraduate student in communications or media relations. Knowledge of web operations and ability to write media advisories and press releases.
Austin, TX	AARP Texas	The AARP Texas intern will help staff prepare for the 2009 legislative session by researching policy issues and helping to draft issue briefs. The intern will also assist with election activities, including preparing for and attending congressional debates and assisting with state-level election activities.	Undergraduate or graduate student in policy, government, gerontology, sociology, or political science. Interest in social justice issues.
Seattle, WA	AARP Washington	The AARP Washington intern will support the advocacy staff through conducting policy research, preparing analyses and summaries of research data, strengthening the capacity of the office to mobilize and coordinate volunteers, and monitoring the state legislative agenda.	Graduate student in health policy, public policy, government, political science, social sciences. Experience working with volunteers and health or long-term care policy expertise desired.