

# Internship Openings at AARP Summer 2008

**INFORMATION FOR ALL INTERNSHIP LISTINGS:** Most Summer internships at AARP are full-time, paid positions, starting in mid-May and going through August. All positions require knowledge of MS Office programs, good writing skills, internet research skills, and ability to work as part of a team. 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).

## CURRENT OPENINGS AT NATIONAL OFFICE

Location	Office	Nature of Internship	Qualifications
Washington, DC	Public Outreach	The AARP Public Outreach intern will assist staff with event planning, onsite logistics of public events, planning for AARP participation in events planned by others, managing relationships with outside parties, and research on speaking opportunities.	Undergraduate student in communications, public relations, marketing, social sciences, or journalism.
Rockville, MD	IT Engineering and Assurance	The AARP IT intern will monitor, track, and report critical IT infrastructure and system metrics; research and assess new software technology prior to release to production; process documentation; assist in software quality assurance and functional and performance testing.	Undergraduate or graduate student in computer science, computer engineering, or related IT field. Knowledge of software development process preferred.
Washington, DC	Member Experience	The AARP Member Experience intern will assist staff with documenting online, direct mail, and alternative member acquisition processes and procedures, gathering and preparing data for analytical reports and presentations, and interact with internal and external clients and vendors	Graduate or undergraduate student in marketing or business (MBA student preferred). Good organizational and communication skills.
Washington, DC	Knowledge Management / Member Value Research	The AARP Member Value Research intern will perform a variety of research tasks to provide insights about current and potential members, including preparation of literature reviews, analysis of data, writing reports from data, writing synthesis reports, preparing presentation materials, and proofreading and editing data and reports.	Graduate student in social sciences or marketing. Knowledge of survey data analysis using SPSS (multivariate analysis skills preferred). Experience in market research a plus. Strong writing and editing skills.
Washington, DC	Driver Safety Program	The AARP Driver Safety intern will assist in the development of promotional materials and help coordinate special events and	Undergraduate student in marketing or communications.

		campaigns related to driver safety. Tasks include developing sponsor and exhibit kits, reviewing and updating promotions and communications plans, assisting with promotional campaigns, assisting volunteers with projects and initiatives, and helping to recruit volunteer leaders.	
<b>CURRENT OPENINGS AT STATE OFFICES</b>			
Pasadena, CA or Sacramento, CA	AARP California	The AARP California intern will assist in the planning, coordination and implementation of the Divided We Fail Campaign in California. Help provide education, outreach, service and advocacy for older adults. Help organize and implement community events, prepare materials, assist with training volunteers, and organize grassroots advocacy efforts.	Graduate student in areas such as public policy or gerontology. Experience in working with older adults, in advocacy, and in program planning are preferred.
Washington, DC	AARP District of Columbia	The AARP DC Member Event intern will assist with recruiting, training and managing volunteers for the AARP Life@50+ Member Event, scheduled for September 2008 in Washington, DC. Tasks include community outreach activities, database entry and management, phone contacts with volunteers and others, development of volunteer training materials, and support of volunteer activities.	Undergraduate student. Strong organizational and communication skills. Experience with database management a plus. Intern should be able to work full time through September 12, 2008.
Washington, DC	AARP District of Columbia	The AARP DC intern will assist with the implementation of Divided We Fail activities and social impact goals. Update the state web page, write member updates, collect pledges and stories, communicate with members, help organize local events, and support volunteers.	Undergraduate student. Strong organizational and communication skills.
Chicago, IL	AARP Illinois	The AARP Illinois DWF intern will assist in implement statewide DWF activities, including community blitzes, community forums, outreach at the state fair, pledge collection grassroots advocacy, and volunteer management.	Undergraduate student in political science, gerontology, communications, English, history, or related fields. Basic understanding of the legislative process.
Boston, MA	AARP Massachusetts	The AARP Massachusetts intern will assist the advocacy and communications staff on projects related to advocacy, voter education, DWF community events, and media strategies. The intern will assist with research and fact-checking, write short news items, collect stories, and media outreach,	Graduate student in political science, public policy, public relations, or communications. Knowledge of Massachusetts political landscape and basic advocacy strategy.
Jackson, MS	AARP Mississippi	The AARP Mississippi intern will assist staff with communication	Undergraduate or graduate student in communications,

		strategies and tactics that focus on key state issues, including volunteer and member outreach, legislative campaigns, and Divided We Fail. Research and write news stories and press releases, conduct community outreach, update state web page, maintain clipping system, place articles in statewide press, and plan and execute special events.	journalism, public relations, or English. Excellent writing and editing skills.
Manchester, NH	AARP New Hampshire	The AARP New Hampshire intern will help organize the state's DWF and congressional elections events, including candidate forums, and community issue forums on health and financial security. The internship involves all aspects of event planning including project management, site location and preparation, staffing events with volunteers, and ensuring attendance by AARP members. Produce public information materials and communicate with internal and external parties.	Undergraduate or graduate student in political science, communications, or social sciences. Ability to plan and execute major projects. Strong organizational, interpersonal, and writing skills. Experience in volunteer management a plus.
Columbia, SC	AARP South Carolina	The AARP South Carolina intern will assist with developing background information, gathering research, and preparing educational tools focusing on home and community services, long-term care, and promoting health care and financial security. Assist with recruiting and training volunteers, helping with candidate forums, and grassroots advocacy activities.	Graduate student in areas such as social work, public administration, public health, or gerontology. Good research skills and interest in public advocacy and policy.