



2016 Community Action Leadership Internship Program

Established in 2015, the Community Action Leadership Internship Program is paid, eight-week projects-based program sponsored by C.A.C.A. Los Angeles. It will begin June 13 and end on August 5, 2016. Stipend will be \$800.00 (U.S.) per intern made possible through a grant from C.A.C.A. Los Angeles Community Action. Two interns, called “Summer Associates,” will engage hands-on in major projects that further Purposes and Objectives of the nation’s oldest civil rights and social advocacy organization for American citizens of Chinese ancestry:

- pursuing the highest ethics, morals, and values,
- practicing and defending American citizenship and American patriotism,
- bettering the economic and political opportunities in our communities,
- preserving historical and cultural traditions, and
- assuring the education of our youth and community.

Interns will gain applicable experience for future involvement with C.A.C.A. or other nonprofit community organizations.

Major 2016 C.A.C.A. Los Angeles Lodge Projects

Summer Associates will participate in the following projects:

- C.A.C.A. Los Angeles Fundraiser Dinner scheduled for Sunday, July 10, 2016
- Annual Oratorical Speech Contest, tentatively scheduled for Saturday, July 16, 2016
- API Heritage Tour project (in conjunction with the National Forest Service)
- Assist in the production of the monthly *C.A.C.A. Times of Southern California*
- Preparation of a monthly members meeting (first Saturday of each month)
- Field trips to offices of elected officials or allied community partners
- A Special Project that Summer Associates must decide jointly at beginning of internship and must complete on or before end of the internship

PROGRAM DETAILS:

Number of Interns	1 st Intern	2 nd Intern
Application Deadline	May 11, 2016	
Period	June 13-August 5, 2016	June 13-August 5, 2016
Compensation	\$800.00 for eight-week period	
Benefits	<ul style="list-style-type: none"> • Automatically become student members of the Los Angeles Lodge and the first-year annual membership dues will be covered by the Lodge. • Receive an official C.A.C.A. letter from Los Angeles Lodge for proof of meeting program objectives, provided 	

	they fulfill them within the eight-week period.
Location	C.A.C.A. Los Angeles Lodge 415 Bamboo Lane, Los Angeles, CA 90012. Note: Offsite locations arranged with intern coordinator

ELIGIBILITY:

- College students or recent high school / college graduates
- Passion for and commitment to civil rights, social justice, community organizing, history and preservation and education for the Asian and Pacific Islander (API) community
- Prior experience in community service is considered: examples are public interest work, civil rights, voter engagement drives and community empowerment advocacy
- A strong ethnic and professional demeanor

DUTIES:

Depending on assignment, duties include, but are not limited, to the following:

- Submit a weekly time sheet outline the tasks performed on a weekly basis
- Write an article for the *C.A.C.A. Times of Southern California*. Topics can range from intern’s experience involvement with C.A.C.A., review of an event, or addressing an issue of concern to the membership. Also, assist in the production and assembly of the newsletter for mailing.
- Assist in the preparation and attend a C.A.C.A. Los Angeles Lodge general meeting
- Office duties (i.e., filing, copying, organizing, preparing for events). Light to moderate lifting.

APPLICATION SUBMISSION:

Applications and support materials must be submitted by Wednesday, May 11, 2016, 11:59pm PST. Finalists will be notified for interviews no later than Wednesday, May 18. Selected Associates will be notified no later than Wednesday, May 25. For more information on the Internship Program as well as downloading the application, visit cacanational.org/htmlPages/los_angeles_lodge.html

CONTACTS:

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Established in 1895, the Chinese American Citizens Alliance (C.A.C.A.) has fought against racial discrimination, defended civil rights, opposed anti-immigration movements and countered efforts to marginalize American Chinese culture and heritage. Each of the chartered lodges across the U.S. is dedicated to enhancing civic pride, supporting community services and promoting responsible citizenship.