



DATE: March 27, 2009

SUBJECT: **Michigan Department of Civil Rights**
2009 Internship Opportunities (Non-Paid)

The Michigan Department of Civil Rights offers a substantive internship program designed to provide students interested in civil rights, advocacy, diversity, inclusion and tolerance related work experience. MDCR enforces the state's civil rights laws through five (5) major programs and services: complaint investigation, mediation, outreach/education, community relations, and legal affairs. Michigan's civil rights laws extend protections against unlawful discrimination to every resident in and visitor to the state of Michigan.

Communications/PIO

Intern(s) will conduct research and have the opportunity to directly support many civil and human rights initiatives through drafting written and on-line communications for the department, the Director and the Commission in addition to working closely with the Governor's Office of Communication.

Community Relations

Intern(s) will assist with various marketing, outreach, and data entry tasks as related to the fulfilling of the Department's Victims Of Crime Act training grant. Candidates should have a strong interest in community and civil rights issues as well as excellent web research, writing, data entry/maintenance and organization skills.

Enforcement

Intern(s) will conduct interviews, acquire information to document customer need, and provide assistance in drafting formal complaints of unlawful discrimination. Candidates should have a strong interest in civil rights law and issues, as well as excellent customer service, database, writing and organization skills.

Law & Policy

Law students under the direction of Legal Affairs and Mediation staff will perform analytical and research activities related to civil rights law and procedures. Other interns may assist with file preparation in the Contract Compliance area.

Women's Commission

Intern(s) will work on a special project (usually research-based or development of a publication). Candidates in master's level programs or professional schools are preferred. Candidates should have a strong interest in public policy development, advocacy or the legislative process. Interest in women's issues, good writing skills and the ability to work in Lansing are necessary qualifications.

Generally interns should be available to work 20-40 hours per week.

Interested candidates may visit our website at www.michigan.gov/mdcr/ or the Michigan Leadership Development Program (MLDP) website at http://michigan.gov/gov/0,1607,7-168-27350_27366_27372---,00.html for more information regarding the department and internship opportunities.