

# **2018 Internship Opportunities**

## **County Commissioner Mark Billingsley Re-Election Campaign**

### **Flexible schedules available for the Spring and Summer semesters**

Commissioner Mark Billingsley was appointed to the Shelby County Board of Commissioners on January 13, 2014 to represent District 4, Position 2 and was elected in August, 2014 to serve the people of the newly formed District 4 which is comprised of the City of Germantown, South Cordova, Southwind and Windyke areas of Shelby County.

Commissioner Billingsley currently serves on the following Shelby County Board of Commissioners Standing Committees: Law Enforcement, Corrections and Courts – Chairman, General Government – Vice Chair, Audit, Budget and Finance, Community Services, Conservation, Core City, Neighborhoods and Housing, Economic Development & Tourism, Legislative Affairs

**Commissioner Billingsley is running for re-election in the August 2018 election with a primary election in May 2018.**

As an intern on the Billingsley for County Commission campaign, you will play a role in electing to re-elect Mark Billingsley as Shelby County Commissioner in 2018 while experiencing the inner workings of a political campaign.

*Interns may be asked to assist with the following:*

#### **POLITICAL:**

- Helping to coordinate events around Memphis
- Volunteer Recruitment
- Voter Registration efforts
- Data entry and organization
- Opposition research

#### **FINANCE:**

- Support finance staff in organizing and executing fundraising events
- Maintain donor correspondence and database
- Field calls and relay intelligence to appropriate staff

#### **COMMUNICATIONS:**

- Monitoring video and news clippings
- Keeping social media and web content up to date
- Fielding and directing press calls

#### **GENERAL OPERATIONS:**

- Assigning volunteers to specific tasks
- Assist with schedule implementation
- Cooperate in the day-to-day management of the office
- Participate in grassroots efforts including, but not limited to, door knocking, phone calling and event canvassing

**Please contact Kim Perry, Campaign Manager, at (901) 237-9435 or [Kim@PerryStrategies.com](mailto:Kim@PerryStrategies.com) for more details.**