

## Internship Opportunities with the Chinese Progressive Association



### **About the Chinese Progressive Association:**

Founded in 1972, the Chinese Progressive Association educates, organizes and empowers the low income and working class immigrant Chinese community in San Francisco to build collective power with other oppressed communities to demand better living and working conditions and justice for all people.

For more information, please visit our website at <http://www.cpasf.org>

### **Opportunities and Responsibilities**

*Specific assignments will be discussed and will depend on current organizational needs and the skills and experiences of prospective interns.*

#### **General Administration**

Translation of Documents as Needed  
Documentation and Archiving Articles, Photos and Flyers  
Data Entry

#### **Event and Meeting Support**

Help with Setup and Clean Up of Membership Events  
Provide Interpretation as Needed  
Help with Outreach

#### **Community Outreach**

Non-Partisan Voter Registration with low-income Chinese Immigrants  
Absentee Voting Enrollment with low-income Chinese Immigrants, particularly the elderly  
Community and Worker Surveys  
Coordinating Community Workshops

#### **Other Opportunities and Needs**

Graphic Design and Layout  
Web Development  
Video Editing  
Research and Report Writing

### **Contact Information**

Located in San Francisco's Chinatown: 1042 Grant St, 5<sup>th</sup> Floor, San Francisco, CA 94133

For more information, please contact Le Tim Ly at [le@cpasf.org](mailto:le@cpasf.org)