



Volunteer Position: Internet Research Assistant

Purpose: To gather background information for LWVF advocacy.

Obligation:

Minimum of 30 hours for the academic year (Could be expanded if additional hours desired)

Job Duties:

Create an Excel data file of the General Plan for California's 58 counties

1. Download information from the CA Office of Planning & Research
2. Contact the planning departments of the 58 counties
3. Create an Excel Spreadsheet containing...
 - a. County names
 - b. County contact information
 - c. Individual County General Plan Elements
 - d. Years for the most recent updates
4. Additional hours: Download the actual General Plan documents

Benefits:

1. You will gain practical experience using the Internet for mass communication.
2. You will work with the premier U.S. non-partisan political advocacy organization.
3. You will have the creative freedom to experiment with formats as needed.

Reports to:

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