



Los Angeles Unified School District — Ethics Office

Position Title: Ethics Intern

Location: Los Angeles, CA

Paid: No

Organization Background: The Los Angeles Unified School District is the second largest school district in the nation with an enrollment of 750,000 students from 26 cities in Los Angeles County, including the City of Los Angeles. In fact, one out of every eight students educated in California is schooled through one of LAUSD's 1,000 plus campuses. With students who speak as many as 100 different primary languages, LAUSD faces unprecedented challenges as one of the most diverse and dynamic public educational institutions in America. LAUSD's leadership is committed to using innovation and creativity to overcome the challenges of urban education.

In support of this effort, LAUSD's Ethics Office aims to improve LAUSD performance by fostering high ethical standards and supporting our employees and leadership with the policies, processes, tools and advice necessary to exemplify conduct that strengthens public trust and confidence in the integrity of our work.

Position Summary: If you are interested in being impactful, able to think strategically and learn quickly, and eager to put yourself to the test in the public sector to advance education, this is the summer internship opportunity for you.

We are looking for an energetic, creative, independent and thoughtful thinker with excellent multitasking capabilities and topnotch interpersonal and communication skills.

Our ideal candidate must be detail-oriented and has strong writing skills. Graphic design background is a strong plus.

Internship will be project-focused and include extensive research and analysis, substantive writing and editing, and opportunities to stretch and grow.

An Ethics Office internship requires a minimum, ten week, full-time (40 hours per week) commitment.

When to Apply: Applications are accepted year-round.

How to Apply: Please e-mail cover letter, resume (including names and contact information for two references), a copy of your transcript, and a writing sample to:

Ms. Yea-Lan Chiang, *Ethics Officer*
LAUSD Ethics Office
333 S. Beaudry Avenue, 20th Floor
Los Angeles, CA 90017
ethics@lausd.net

Please include your dates of availability in the cover letter.