



Community Engagement Internship - District 2 Office

College to County Intern - Multnomah County [District 2 Commissioner Shannon Singleton](#)

Pay Rate: \$24 per hour

Job Type: College Intern

Duration: June - September 2025 - Starting in June

Hours: Maximum of 30

Telework: Hybrid

Location: Multnomah Building - 501 SE Hawthorne Blvd, Portland OR 97218

TriMet Passes are available if transportation to County facilities is required.

Eligibility requirements and more details found on our College to County [website](#).

About the District 2 office:

This district serves North and NE Portland spanning from St. John's to the Argay neighborhood. District 2 can be described as the heart of Multnomah County. There are about 203,600 people in District 2 from a diverse set of backgrounds.

Commissioner Singleton values community engagement and involvement and is involved with many transportation advisory groups as well as [Reimagining Justice in Cully](#).

The Commissioner's Office regularly communicates with constituents across various platforms about priorities and policies that serve the community equitably and effectively. You can read more about the Commissioner's work as well as her policy advisors on her [County webpage](#).

About Reimagining Justice in Cully:

The Reimagining Justice in Cully pilot project started through a partnership between Multnomah County's [Local Public Safety Coordinating Council](#) (LPSCC), Multnomah County Commissioner Susheela Jayapal, the [Native American Youth and Family Center](#), Cully neighborhood social service providers and residents, the City of Portland, and the Portland Police Bureau. The goal is to empower residents to craft a neighborhood alternative to existing law enforcement models for low-level crimes. The resulting community-driven approach will improve community safety, facilitate access to needed services, and increase trust between residents, governments, and law enforcement.

The project serves as an implementation pilot of LPSCC's [Transforming Justice \(TJ\) project](#), a three-year, human-centered effort involving justice and health system leaders, elected officials, providers, victims and survivors of crime, and individuals with lived experience. The project brings these people together to develop a long-term vision of a

transformed public safety system.

Internship Description & Responsibilities:

In this position, the C2C intern will primarily focus on serving as part of the implementation team on Reimagining Justice in Cully and support communications and engagement efforts for the District OfficeSupport Reimagining Justice in Cully (20 hours):

The C2C intern will support efforts to advance the project outcomes. Their work includes but is not limited to:

- Attend RJC leadership meetings
- Attend RJC project planning meetings
- Attend internal RJC meetings
- Attend LPSCC meeting
- Attend community engagement events, focus groups, listening sessions, community briefings and grant programs
- Support leadership team members in RJC related activities.

Currently, the RJC is establishing how to allocate grant dollars in Spring 2025. By the time the CTC intern comes on board, the project will be implementing projects it identified in the Cully Neighborhood.

Other Responsibilities (10 hours):

- Conduct research around policy in collaboration with District 2 Policy Director, policy advisors, subject matter experts, and community members
- Support development of memos and take notes at meetings
- Engage in communication with constituents as assigned

Learning Outcomes:

- Learn the functions of local government & the County Commissioner's office
- Increase knowledge of community issues and solutions
- Expand professional network of peers, government officials, and community organizations
- Complete a project that will mutually benefit you and Multnomah County

Education & Minimum Qualifications:

- Candidates should have completed or be enrolled in a college/university academic institution or Trade School
- Demonstrate a strong understanding and application of diversity, equity, and inclusion principles
- Excellent written and verbal communication skills with an ability to engage and build relationships with diverse work groups

- Ability to both follow directions and work independently with minimal supervision
- Flexible, cooperative, and able to adapt and thrive in a changing environment.
- Working knowledge of Google Workspace (i.e. Gmail, Calendar, Docs and Drive)

Preferred Qualifications

- Experience applying a racial equity lens to research, projects, and policy analysis and commitment to honor research ethics and standards of confidentiality
- Strong interpersonal and culturally responsive communication skills, informed by lived experiences and customer service best practices
- A cover letter highlighting your ties to the community or desire to work in engagement and public involvement is highly recommended.

Workforce Equity:

Our Commitment to Safety, Trust and Belonging: Multnomah County is committed to developing, nurturing and continually improving workforce equity by identifying and addressing the structural and policy barriers to equal employment opportunity faced by our employees and communities. Learn more by reading our [Workforce Equity Strategic Plan](#) and exploring our [Core Competencies](#) for all County employees.

Veterans' Preference:

Under Oregon Law, qualifying veterans may apply for veterans' preference for this recruitment. Review our [veterans' preference website](#) for details about eligibility and how to apply.

For veterans qualified for Veterans' Preference: If you believe you have skills that would transfer well to this position and/or special qualifications that relate to this position, please list those skills and/or qualifications.

Accommodation under the Americans with Disabilities Act: We gladly provide reasonable accommodation to anyone whose specific disability prevents them from completing an application or participating in this recruitment process. Please contact the recruiter below in advance to request assistance. Individuals with hearing or speech impairments may contact the recruiter through the Telecommunications Relay Service by dialing 711.

Application Instructions:

Please fill out and submit an application for this position through the form also located on this [website](#). The deadline for submitting an online application is April 15th.