

CITY OF BELVEDERE

SUMMER 2024

# CITY MANAGEMENT INTERNSHIP PROGRAM

The City of Belvedere welcomes applications for the **Summer 2024 City Management Internship Program**

Belvedere seeks a motivated college or university student who would like to learn about city management through on-the-job experience in city government. We offer an insider's view of the workings of a small city, which will provide valuable experience for those studying for careers in public administration, planning, public finance and public affairs.

Job assignments are tailored to the interests of the individual. This is an in office and remote work internship.



4 WEEKS | 20 HRS PER WEEK

**\$1,850 Stipend**

*This position is temporary, part-time and non-benefited.*

## QUALIFICATIONS:

- ◆ 18 years or older and currently-enrolled in a college, university, or graduate program;
- ◆ Highly motivated & flexible with assignments;
- ◆ Excellent oral and written communication skills;
- ◆ Basic understanding of websites and content posting;
- ◆ Available to work for a continuous 4-week period during Summer 2024 (start date is flexible).

## ABOUT THE CITY OF BELVEDERE:

Located in Marin County approximately ten miles north of the Golden Gate Bridge, the City of Belvedere has a physical setting that is unparalleled. Surrounded by water in nearly every direction, it is flanked by Richardson Bay to the west and north, Belvedere Cove and Raccoon Straits to the south, and the Town of Tiburon to the east. The City has a total area of 2.42 square miles and a population of 2,100. Belvedere benefits from a highly educated and engaged community whose residents are passionate about the quality of life in one of the Bay Area's premier residential communities.

**HOW TO APPLY:** Submit a Cover Letter & Current Resume via our [online application](#)

**APPLICATIONS DUE May 10, 2024**

Interviews will be scheduled

Questions? Email [clerk@cityofbelvedere.org](mailto:clerk@cityofbelvedere.org)

