

Date: August 11, 2021

To: Honorable Members of the Ethics Commission

From: Rebecca Guzman Garner, Administrative Deputy City Manager *R. Garner*

Subject: **Update on Ethics Internship Recruitment Process**

On June 9, 2021, the Ethics Commission (Commission) inquired about recruiting current university students to assist staff with Ethics Commission efforts. This memorandum provides the Commission with a status update on this item.

Staff collaborated with the Human Resources Department to create an internship position to assist with ethics-related work. Staff also reached out to area universities to identify recommended pathways to identify interested students, while also ensuring that students received worthwhile incentives to apply and eventually agree to join the City as an Ethics Intern.

From the university outreach conducted, staff connected with the [Long Beach Community Internship Project \(LBCIP\)](#), at California State University, Long Beach (CSULB). The LBCIP was recently established to connect community service-minded students with internship opportunities in nonprofit organizations and local jurisdictions. Students connected to internships through LBCIP receive several benefits, such as professional development services, course credit, and a monetary participation award directly from CSULB. The LBCIP was also designed to be a high-impact program for underserved students to gain professional development experience as they prepare to enter the workforce – a goal consistent with Code of Conduct, Principle Six, to recognize historic inequities and disparities and support diversity and inclusivity.

To adhere to LBICP deadlines, candidate interviews were conducted on August 9 and 10, 2021. Staff also plan to complete interview debriefs by August 11, 2021 and submit candidate preferences to LBICP by the project deadline of August 12, 2021.

If you have any questions, please contact me at (562) 570-6979.

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