

Final Short Essay
POL2 – Scheiner
Winter 2016

(1) Please write a one-page (single-spaced) paper that discusses three “organizations” – each related to this class – for which you would most be interested in working/volunteering. (2) And write a letter (which you do not need to send in to the organization) in which you request a position (whether paid or volunteer) in the organization of the three in which you are most interested.

You have a lot of flexibility on this. Possibilities include: Organizations that focus on problems of human rights or genocide around the world or electoral or campaign finance reform in the U.S., interning for a member of congress or a state representative, working on an electoral campaign, volunteering for a think-tank, doing international aid work in developing countries. The key thing is that each organization you discuss must be related (loosely) to the material we cover in this course. Please see your TA if you are uncertain about whether a particular organization would be an appropriate choice for this assignment.

1. In the paper, please explain the following:

- What exactly do the three organizations do and, most important, why did you choose them, specifically? Why do you want to work for these organizations?
- Where possible, please provide website addresses in your explanation of the organization.
- Which of the three would you most like to work for and why? Please put greater detail into your description of this organization.
 - And if you were to try to get a job/volunteer position in this organization, how would you go about doing so?

2. In the letter, be sure to:

- Write as you would in any professional correspondence. Click the following link for one rough example:
 - <http://polisci.ucdavis.edu/people/scheiner/escheiner/courses/Exampleletter.pdf>
 - See also <http://www.writinghelp-central.com/sample-letters.html> for additional tips.
- Include a correct postal mailing address (for the organization) in the letter.
- Explain in the letter why you would like to work for that organization and show enough knowledge about the organization to let whoever receives the letter know that you are serious.

Deadline: due at Smartsite (at the “Political Organization” prompt under the “Assignments” tab) by 1pm on the day of Lecture #20 (3/10).

- You may turn the paper in late if your TA approves an extension by end of Lecture #19 or if you have documentation (e.g., doctor’s note).
- Any late paper that has not been given an extension or has no documentation will lose 10 percentage points per day. (Note that we will not prorate points off. 1 second late is equal to 1 day late.)

See next page for further instructions.

Format & other instructions:

- **Paper:** 1 page, single-spaced, Time New Roman, 12-point font, 1-inch margins. At the top of the page, please put:
 - Your name & ID#
 - “POL2 (Scheiner) – [Your TA’s name]”
 - “Political Organization Essay – [Date you turned it in]”
- **Letter:** Any length that gets the job done, Times New Roman, 12-point font
- Be sure to proofread your work carefully. You will lose points for sloppy work.
- You may include the Paper and Letter in a single document (multiple pages) or create a separate document for each. (Just be sure to upload both letter and paper.)
- It is your responsibility to confirm that your paper and letter are successfully uploaded to Smartsite.