****

**California ProLife Remote Internship**

As outlined in the internship overview, you need to have a thorough knowledge of the Right to Life issue as well as the purpose for, and the functioning of, our corporation.

**Honor system**

As a remote intern you will be functioning on the honor system, and as such, only on occasion will you be meeting with board members or your supervisor. You may on occasion be asked to attend meetings or even speak on behalf of our organization. If requested to do so, you will be reimbursed for appropriate expenses.

**Stay informed**

Continue to monitor Prolife information and ‘breaking news’ as made available through NRLC.org and CaliforniaProlife.org

Listen to the weekly ***Life Matters Radio*** or podcast; monitor the Facebook pages and Twitter feeds. @CA\_Prolife/ Right to Life @nrlc

**Time Sheet**

Depending on the number of units or agreed upon hours, you will need to submit a weekly ‘time sheet’ which will reflect how you spent your time and what was accomplished with that time.

You should also speak with your supervisor at least once a week to review that work and discuss what the next week may hold.

**Dropbox**

All documents should be submitted through the Dropbox folder assigned to you.