In this newsletter:
- New internships & job opportunities
- Upcoming events
- Publication Opportunities

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Paid Opportunities

Join a fast growing progressive communications firm that has done work with leading labor unions, progressive organizations and winning candidates. The firm prides itself on its hands on approach with clients. We are a boutique shop that puts an unparalleled focus on the success and results of our clients.

Fellowship Description
Have a unique opportunity to work directly with the principal of the firm. Have an opportunity to work on assignments with real substance for a variety of different clients, ranging from labor unions, to voting rights organizations. Fellows will contribute directly to getting results for clients by; drafting Memos, conducting research, developing media press lists, pitching stories to the press and more.

Qualified Candidates

- Individuals who have 1-2yrs of communication experience either in a firm setting, on a campaign or with an organization. (This can include substantive internship experience)
- Self motivated individuals who can work independently
- Prospective fellows must thrive on delivering results
- Strong writing and grammar skills are a must
- Candidates must be able to complete tasks in a timely and efficient manor
- Candidates should have a passion for communication and politics, be looking to learn and are encouraged to ask questions
- Communication firm, campaign experience and/or Hill experience is a plus

Ideally, this fellowship is full time, but we can be accommodating to school schedules. Comes with a stipend which will be negotiated based on experience. Interested candidates should submit resume and cover letter to info@feldmanstrategies.com
Senator Pat Roberts’ office is looking for paid interns for the spring semester.

Why DC:
· Nation’s Capital
· DC is filled with historical monuments, museums and buildings to fit any interest. Plus, plenty of famous restaurants
· Hub for advocacy groups, political organizations, policy writing and democracy
· In 2013, DC was the top most popular city for young adults

Why Intern:
· Provides a unique experience working with Senate staff and Senator Roberts
· See how policy is created and the legislative process from writing the bill to final voting/passage on the Senate floor
· Learn history about the United States and the founding of our nation
· Learn about the US Capitol building and other historical monuments and buildings unique to DC
· Network with other young professionals from Kansas and all over the US
· Network with Kansans working in the US Senate and in the DC area
· Learn how the Federal Government affects Kansas and you

What major do I need?:
· All majors are welcome. Interns do not need a political science background to complete an application
· There is not a major that isn’t applicable to DC and legislative policy
· Looking for well-rounded, unique individuals interested in different aspects of policy

Application Deadline:
· Summer semester: March 15
· Spring Semester: November 30

How long does the internship last?:
· Summer long session: May 16-July 15 (flexible on start/end dates)
· Fall: September-December
· Spring: January-May

Where do I live?:
· DC is full of young professionals in the summer, finding roommates is a great way to network and meet new people
· DC has plenty of housing options, each intern is responsible for their own housing

Is this a paid internship?:
· Currently, internships are paid

How do I apply?:
Fill out the application online [http://www.roberts.senate.gov/public/index.cfm?p=Internships](http://www.roberts.senate.gov/public/index.cfm?p=Internships) email it to Laura Schlapp: Laura_Schlapp@Roberts.Senate.Gov
NEW POSTING!
We are seeking applicants for our spring internship program at the Economic Development Administration (EDA), U.S. Department of Commerce. EDA's mission is to lead the federal economic development agenda by promoting innovation and competitiveness, preparing American regions for growth and success in the worldwide economy. As the only federal agency, EDA drives collaborative regional economic development initiatives that lead to job creation.

The EDA Internship program is a full-time unpaid opportunity but a small commuting stipend can be provided. The program will run from Monday, January 23 to Friday, April 21, 2017. Applicants must demonstrate a strong interest in public policy, governmental affairs, legislative affairs, public affairs, business and/or community engagement. Interns will also have tours and meetings with Senior Leaders in government.

EDA is particularly looking for an intern to help with the 7th America’s Competiveness Exchange which is one of the US Government’s major international events related to innovation and entrepreneurship.

All Interns Must Be:
• A U.S. Citizen
• Eighteen years of age on or before the first day of the internship
• Enrolled in an undergraduate or graduate program at a college, community college, or university that is recognized by the U.S. Department of Education
• Be able to pass a comprehensive background/security investigation

EDA Internship Program Offices:
• Office of the Assistant Secretary
• Office of External Affairs
• Legislative Affairs
• Public Affairs
• Office of Regional Affairs
• Finance
• Performance and National Programs Division
• Regional Offices in Atlanta, Chicago, Denver, Philadelphia, Austin, and Seattle

Please send your resume and cover letter to Pamela Bell, Administrative Assistant to the Assistant Secretary, at PBell@eda.gov and Joe Hurst, Special Assistant to the Assistant Secretary, at jhurst@eda.gov by Friday, December 30, 2017. Please indicate your top three choices of office preference in your cover letter.
NEW POSTING!
Read fiction and nonfiction submissions to local literary agency, Grosvenor Literary Agency. Provide thoughtful analysis and comments both orally and in writing. Scout for new writers on various websites, newspapers and magazines. Suggest ideas for possible books. Strong analytical skills a must. A great opportunity for someone who wants to learn more about the publishing industry and what makes good storytelling. This position is unpaid, although college credit may be available. Work from home approximately 5-10 hours per week. Weekly one-hour meeting in person at Metro accessible office in Bethesda.

Agency clients include nationally prominent writers, New York Times bestselling authors, and Pulitzer Prize-winners, among them Stephen Coonts, Eleanor Clift, Susan McDougal, Elizabeth Pryor, Aaron Miller, Curtis Wilkie, and Nina Burleigh. Before becoming an agent, Deborah worked in book publishing as an acquisitions editor, her best known acquisition being The Hunt for Red October by Tom Clancy. Agency areas of representation include fiction and nonfiction with a strong emphasis on narrative nonfiction, history, adventure, politics, current and foreign affairs, memoir, the environment, the Middle East, the military, science, and the American South.

Please send resume and cover letter to Deborah Grosvenor, ddc@grosvenorlit.com
Finance Intern
Boutique Democratic fundraising firm located in Washington, DC, specializing in federal House and Senate races is seeking a preferred full-time Finance Intern from January 2017 to June 2017 (end date flexible).

This internship entails assisting in research and donor prospecting, event planning and logistics, event staffing, fundraising calls, maintenance of client databases, managing thank you notes, and general administrative duties.

Campaign finance experience and knowledge of NGP are preferred, along with strong organizational and time management skills, acute attention to detail, and knowledge of MS Office (especially Excel and mail merge functions).

This is a full time job that will require staffing fundraising events in the mornings and evenings. Familiarity with Members of the Democratic Caucus and knowledge of Capitol Hill or previous Hill internships is encouraged.

This position requires a very high degree of professionalism, as interns will have very frequent face time with Members of Congress and Senators. This is an unpaid internship.

Please send resume, cover letter, and two professional or academic recommendations to leigh@frostgroup.net.
The Junior Statesmen Foundation/Junior State of America is a nationwide, non-partisan civics education program for high school students. During the school year, Junior State members participate in student-run regional and state overnight conventions held in major U.S. cities. Each year, the Junior Statesmen Foundation conducts Summer School programs on the campuses of Georgetown, Princeton, and Stanford Universities. In addition, the Foundation conducts state and local government Symposia in a number of states around the nation. The Junior Statesmen Foundation is seeking a Fellow and general Office Assistant to be based in our Washington, D.C. office.

**DUTIES AND RESPONSIBILITIES:**
The position includes substantial interaction with students, parents and teacher/advisors. Due to the student-led nature of Junior State Programs, the Fellow is expected to have a high degree of maturity, confidence in speaking with diverse groups of people and ability to problem-solve. This person will work closely with JSA staff to prepare for conferences, organize shipping of materials and promotions to members, answer phones and other administrative tasks. In addition, the fellow will assist in the admissions and registration process for applicants to JSA Summer Schools and Symposia.

**Essential Duties**
- Handle requests from students, teachers and parents
- Assist program directors in preparing convention materials
- Process Summer Program Admissions forms, transcripts and payments
- Handling phone calls
- Further tasks curated to the interests/skills of the applicant

**ESSENTIAL COMPUTER SKILLS:**
- Microsoft Office (Word, Excel, PowerPoint)
- Salesforce CRM (Preferred)
- WordPress (Preferred)

**QUALIFICATIONS:**
- Strong organizational, problem-solving, and analytical skills
- Ability to manage priorities and workflow
- Excellent customer service and interpersonal skills.
- Good judgment with the ability to make timely and sound decisions
- Creative, flexible, and innovative team player
- Commitment to excellence and high standards.
- Excellent written and verbal communication skills.
- Versatility, flexibility, and a willingness to work within constantly changing priorities.
- Proficient on Microsoft office

This Internship is based in The Junior Statesmen Foundation’s Washington, DC office. The position is part time (15-20 hours per week) beginning January 2017 with availability for credit.

Email a resume and two references to Ariana Rosenthal, The Junior Statesmen Foundation, arosenthal@jsa.org.
Know someone who is looking for a paid spring internship? The National Restaurant Association's Government Affairs team seeks a paid part-time intern to work 15-20 hours a week during the summer semester. Intern duties will include: research for lobbying team, data entry, covering hearings and conference calls for lobbyists, identifying relevant hearings and events, and other projects as assigned. Intern will be invited to participate in weekly Government Affairs meetings and other exciting events. Send their resume to jfox@restaurant.org.

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Campaign finance experience and knowledge of NGP are preferred, along with strong organizational and time management skills, acute attention to detail, and knowledge of MS Office (especially Excel and mail merge functions).

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University of Southern California's Ph.D. program in political science and international relations (POIR) asks you to consider their program for graduate school. We are a community of scholars who study American politics; comparative politics; international security and foreign policy; and international political economy. USC's POIR was recently ranked in the top 20 Ph.D. programs in the field in the National Research Council R-rankings.

Our Ph.D. alumni are researchers and teachers at some of the finest institutions in the world. For instance, five of six students (83%) who completed their Ph.D.s in 2015 and were on the 2015-16 academic job market received tenure-track, permanent, or postdoctoral positions in last year's job market.

This 2015-16 academic year's tenure-track and postdoctoral placements included Oxford, University of Michigan, N.C. State University, Occidental College, CSU-Channel Islands, and Chinese University of Hong Kong.

Our students, faculty, and alumni contribute to our understanding of the political, economic, and societal dynamics of the U.S. and the world. Our goal is to produce scholars, researchers and educators grappling with questions examining the challenges of the 21st century.

We emphasize theoretical and methodological training. Graduate students work with and learn from world-renowned faculty to produce specialized research in political science and international relations. In addition to specialized research, our students are exposed to multidisciplinary and interdisciplinary approaches. Many of our students also receive extensive methods training, both quantitative and qualitative.

Please visit [http://dornsife.usc.edu/poir/](http://dornsife.usc.edu/poir/) for more information on the program.
COLUMBIA UNIVERSITY
JOURNAL OF POLITICS & SOCIETY

2017 FALL EDITION
CALL FOR PAPERS

The submission deadline for the Fall 2017 Journal is January 8th, 2017.

The Journal of Politics & Society is an interdisciplinary journal of undergraduate scholarship in the social sciences, published by the Helvidius Group of Columbia University. Founded in 1989, the Journal provides a forum for young scholars to contribute to the global dialogue on a diverse range of issues pertinent to the social sciences.

The Editorial Board of the Helvidius Group is seeking submissions of scholarly research from UNDERGRADUATES in colleges and universities around the world. Current undergraduates and individuals who graduated after January 2015 may submit work they completed as undergraduates. In addition, the Journal of Politics & Society will award a cash prize to the author of the article judged most worthy by the Editorial Board in conjunction with faculty at Columbia University.

The Journal of Politics & Society is seeking original, creative, and rigorous articles in the fields of political science, economics, sociology, history, psychology, linguistics, law, anthropology, criminology, cultural and area studies, development studies, and demography.

Students from ALL SOCIAL SCIENCE DISCIPLINES are encouraged to submit their work.

Submissions must be at least 14 double-spaced pages in length but there is no maximum number of pages. Papers selected for publication undergo an intensive peer review and editing process, which involves significant communication between the Editorial Board and the author. Work previously written for classroom or individual use is welcomed. It is mandatory that your submission be free of your university’s name.

Please submit all manuscripts at:
www.helvidius.org/submit/

Please note that essays directly submitted via email cannot be accepted.

For further information please visit:
www.helvidius.org

The Helvidius Group
Columbia University

515 Alfred Lerner Hall
2020 Broadway
New York, NY 10027 MC 2601
Opportunities at the Hertog Foundation –
Visit www.hertogfoundation.org to learn more and apply.

Political Studies Program

- **Eligibility:** Undergraduates and very recent graduates (2016 or 2017)
- **Location:** Washington, DC
- **Duration:** 7-week program, June 18-August 5, 2017
- **Stipend:** Provides housing and some meals, plus stipend

Hertog Fellows study classic texts in political thought and some of the seminal documents of American politics with an outstanding faculty. In addition, students study selected public policy issues with some of those who helped formulate and implement those policies.

War Studies Program

- **Eligibility:** College juniors, seniors and very recent graduates (2016 or 2017)
- **Location:** Washington, DC
- **Duration:** 2-week program, Summer 2017 (dates TBA)
- **Stipend:** Provides housing and some meals, plus stipend

The War Studies Program, run by the Institute for the Study of War, aims to educate undergraduate students about the theory, practice, organization, and control of war and military forces. Over the course of the program, students will learn from and interact with distinguished senior leaders in the national security and military communities, including retired generals and leading intellectuals.

Summer Courses

- **Eligibility:** Undergraduates and very recent graduates (2016 or 2017)
- **Location:** Washington, DC
- **Duration:** One- to two-week seminars throughout the period of June 25-August 5, 2017
- **Stipend:** Provides housing and some meals, plus stipend

This series of one- to two-week seminars allows students to create their own individualized course of study. Younger students are encouraged to apply for these seminars, as are upperclassmen who have other obligations during the summer. Offerings include topics such as American Political Thought, American Democratic Capitalism, Thucydides and Today’s Challenges, and Landmark Supreme Court Cases.

The application deadline is Monday, February 6, 2017.
Early decision deadline is Monday, December 5, 2016.
DONALD M. PAYNE
INTERNATIONAL DEVELOPMENT
FELLOWSHIP

Howard University
paynefellows.org

The U.S. Agency for International Development, in cooperation with Howard University, invites outstanding individuals interested in international development and careers in the USAID Foreign Service to apply for the 2017 Donald M. Payne International Development Graduate Fellowship. Candidates can be graduating seniors or college graduates with strong academic records and a desire to promote positive change in the world. The Payne program encourages the application of members of minority groups historically underrepresented in the Foreign Service and those with financial need. Selected fellows will receive support for graduate school and gain employment with USAID in an exciting and rewarding career in Foreign Service.

ELIGIBILITY
- Must be a U.S. Citizen.
- Must be seeking admission to enter a two-year graduate program in the fall of 2017 at a U.S. university.
- Must have a cumulative grade point average of 3.2 or higher on a 4.0 scale at the time of application.

Note: Applicants are not required to be Howard University students or applying to Howard for graduate school.

PROGRAM BENEFITS
- An orientation to the Program and the USAID Foreign Service at Howard University in Washington D.C.
- Two fully funded summer internships on Capitol Hill and overseas at a USAID Mission.
- Up to $36,500 annually toward tuition, fees, and living expenses for a two-year master’s degree in international development, international affairs, public administration, environmental sciences, public health, agriculture, or other relevant area of study.
- Mentorship from a USAID Foreign Service Officer throughout the duration of the fellowship.
- Employment in the USAID Foreign Service.

Apply: October 1, 2016 - January 20, 2017
Additional information and online application available at www.PayneFellows.org
Contact: paynefellows@howard.edu
Career services offer industry newsletters to help you with your job search. Sign up information is below. Career services is always available to help with resume review, interview prep, and your job search. Visit [http://careerservices.gwu.edu](http://careerservices.gwu.edu) for more on the services they provide.

**Center for Career Services**

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