“The first week of August hangs at the very top of summer, the top of the live-long year, like the highest seat of a Ferris wheel when it pauses in its turning. The weeks that come before are only a climb from balmy spring, and those that follow a drop to the chill of autumn, but the first week of August is motionless, and hot. It is curiously silent, too, with blank white dawns and glaring noons, and sunsets smeared with too much color.”
— Natalie Babbitt, Tuck Everlasting
Fellowship Opportunity

New Opportunity!

Planned Parenthood Action Fund Election Fellow Application

Paying attention to the governor’s race happening in our good neighbor Virginia? Want your voice heard on issues like WOMEN’S RIGHTS, LGBT ISSUES, IMMIGRATION, & HEALTHCARE? Then DO SOMETHING about it! Here’s your chance:

Planned Parenthood Action Fund is providing an exciting opportunity this fall! The Election Fellow program is designed for individuals who want to learn how to turn their reproductive justice values into action. The commitment includes:

- 20 hours per week from Sept. 9th – November 5th
- Recruiting and managing volunteers
- Get out the Vote work including phonebanking and canvassing

Most efforts will be directed towards the Virginia Gubernatorial election in support of Terry McAuliffe. Please apply here (https://docs.google.com/forms/d/1sKP1NZkf-GX5hsU_guhn-rol7NQvAo2-H3SePQQ_5XE/viewform).

The deadline to apply is August 30th. Please direct questions to Kayla Calkin at Kayla.calkin@ppfa.org. Thank you!
Internships

New Posting!

Moderate House Democrat Seeks Fall Interns

Moderate Senior Democratic member seeks unpaid interns for Fall 2013 (approx. Sept. – Dec.) in a fast-paced Congressional Office where they will gain valuable exposure to and knowledge of the legislative process and the United States Congress.

Applicants should be positive, motivated, organized, and reliable individuals to assist with the legislative and administrative needs of the staff. Duties include greeting constituents, attending briefings, answering phones, performing legislative research, leading tours of the Capitol, opening and sorting mail, and various other tasks. Applicants must be proficient in Microsoft Word with strong written and oral communications skills. Successful interns will be able to find information with little assistance, be able to work both independently as well as part of a team environment, and with strong attention to detail. Northern California connections preferable.

Please send resume, cover letter, availability, and a one page writing sample to repmikethompson.intern@gmail.com with “Fall Internship” in the subject line. No phone calls please.

Casey Badmington
Congressman Mike Thompson (CA-05)
231 Cannon House Office Building
New Posting!

National Conference of State Legislatures

The Forum for America’s Ideas

The International Programs department of the National Conference of State Legislatures (NCSL) is offering internships for this fall semester. The International Programs department coordinates and provides technical assistance and study tours between U.S. state legislatures and international parliaments at the national and sub national levels. The department conducts technical assistance projects, organizes conferences and holds briefings on subjects such as federalism, fiscal and public policy, and issues involving the legislative institution. In addition, the department routinely organizes study tours both domestically and internationally for public officials focused on public policy and institutional capacity building.

NCSL has been awarded many grants from the U.S. Department of State and the U.S. Agency for International Development (USAID) to provide legislative training and technical assistance in a variety of countries, including: Algeria, Argentina, Benin, Brazil, Chad, Côte d’Ivoire, Germany, Ghana, Hong Kong, Indonesia, Kyrgyzstan, Madagascar, Mali, Mexico, Mozambique, Niger, Nigeria, Qatar, Rwanda, and South Africa.

Responsibilities
Interns may be asked to:
- perform administrative duties and provide general support for International Programs staff;
- conduct country and/or issue research relating to international relations;
- prepare background materials for international projects, study tours, and meetings;
- assist with programming and planning for study tours and technical assistance projects (including program design and logistical arrangements);
- accompany study tour delegations, as assigned; and
- provide research for, and help draft, grant proposals, budgets, program activities and reports.

Qualifications
Candidates should be working towards or have completed a B.A. and have strong computer and research experience. Candidates must demonstrate skill and competence in writing clearly, communicating orally and organizing complex assignments. We are particularly interested in those with Portuguese, Arabic and/or French language skills.

Duration
The internship offers flexible hours, but requires a minimum commitment of 20 hours (3-4 days) per week for a minimum of 3 months.

Unpaid
This is an unpaid internship position. NCSL is interested in students whose university or college departments will award academic credit for internships. Preference will be given to those who can obtain academic credit with their university or college.

To Apply
Please submit your resume and cover letter to Sheila Sengupta, International Programs Senior Staff Assistant, at sheila.sengupta@ncsl.org by 5:00 pm EST on Monday, August 19, 2013. In the subject line of your application email please put “Last Name – NCSL International Programs Internship Application, Fall 2013.”
New Posting!

Fall Internship Program at the DNC

The DNC is looking for enthusiastic, politically minded future leaders for our 2013 fall internship program. This is a unique opportunity for hardworking, passionate future leaders to gain real life, hands-on experience in Democratic politics while strengthening their understanding of the political process and preparing for future political opportunities.

In addition to typical intern duties interns will have the chance to volunteer in community outreach projects and grassroots organizing, assist at DNC functions and take tours across the city. For more information visit our website at www.dnc.org. To apply for the fall 2013 internship term please click the following link http://internships démocrates.org/internships/add.

Required Skills:
- Strong interest or background in Democratic politics
- Current undergraduate, graduate or law school student
- Excellent written and verbal communication skills
- Excellent internet research skills
- Organized, self-motivated and able to work independently on projects
- Familiarity with Microsoft Office

For more information or if you have any questions, please feel free to contact:

Kristele Pyles
Associate Director of Human Resources
Democratic National Committee
Phone: 202-479-5178
Fax: 202-350-6012
pylesk@dnc.org
New Posting!

Full-time and Part-time Internships with Jack Evans for DC Mayor

Jack Evans, Washington’s Ward 2 Councilmember of 22 years is seeking a group of dedicated young people to play a key role in his 2014 bid for Mayor of the District.

We are looking for both part time interns to work for 10-20 hours per week, as well as full-time fellows to work for 30-40 hours per week. Interns and fellows will provide support to our outreach, finance, or communications teams, depending on the student’s interests and the campaign’s needs.

The internship program provides an opportunity for students to gain a crucial understanding of the political process, and play a key role in city’s future. Interns and fellows will focus on voter engagement, capacity building, and turnout. Participants in the program will work closely with campaign staff to build support for the councilman across the city.

Evans for Mayor will be accepting applications on a rolling basis throughout the summer and the fall semester. Applicants should submit a resume, as well as a brief statement detailing interests, academic and professional goals, and a personal bio.

College credit and the possibility for a travel stipend will be provided. Please send all application materials as well as any inquiries to Lauren Kalina, College Student Outreach Fellow, at lkalina90@gmail.com.

The Evans for Mayor office is located off of 14th and Florida Avenue (a few blocks from the U street metro stations) at 2213 14th Street NW.

--
Lauren Kalina
College Student and Non-Profit Community Organizing Fellow,
Jack Evans for Mayor
314-220-3615
New Posting!

Internship in Democratic Fundraising Firm – The Kauffman Group

Internship opportunity in a small, fast-paced Democratic fundraising firm working directly for the National Finance Directors and Deputies to raise money for a variety of Democratic Senators. Interns will assist in all aspects of planning and implementing fundraising events including: making fundraising calls, overseeing logistical details, maintaining commitment sheets and implementing donor follow up plans. They will also build relationships with co-hosts and coordinate with them prior to and during events.

Interns will have the chance to attend fundraising events and help on site. They will help write detailed briefings for candidates, research donor history, assist in creation of call sheets for candidates, maintain call book and record of receipts from national donors, and assist in resolution of national compliance issues.

The internship is available in September. Please send a resume and cover letter to Josh Kramer at josh@kauffmangroup.net.
New Posting!

Intern for Congressman John Carney (D-DE)

The Office of Congressman John Carney (D-DE) is currently accepting applications for Fall 2013 internships in our Capitol Hill office.

Interns must be in the Washington area for the semester and should be able to commit to at least 20 hours per week. The hours are flexible to accommodate students’ hectic course schedules, but generally run 9:00 a.m. to 6:00 p.m. when Congress is in session, and 9:00 a.m. to 5:00 p.m. when not in session. Although all internships in all offices are unpaid, students gain invaluable work experience. Interns’ responsibilities will vary. They will be asked to answer phones, run errands, research legislation for the Member and legislative staff, attend hearings and briefings, and answer constituent letters on various issues before the House. As a result, interns learn about the legislative process and the many other functions of a congressional office.

Please send a resume and one-page cover letter to carney.scheduling@mail.house.gov. This e-mail address is being protected from spambots. You need JavaScript enabled to view it. All applications must be submitted by August 15, 2013 -- applications received after this point will not be accepted. Applicants from Delaware are strongly encouraged to apply.
New Posting!

Intern for Senator Chris Coons (D-DE)

Senator Chris Coons’ office seeks unpaid interns for the fall 2013 session. Responsibilities include answering phones, greeting visitors, sorting mail, handling requests for flags and tours and assisting front office, as well as legislative staff. This position requires outstanding organizational abilities, strong communication skills, attention to detail, poise, flexibility and an ability to prioritize in an extremely fast-paced office. Motivated, hard-working, and professional applicants looking to get a taste of Capitol Hill are encouraged to apply.

Interested candidates should send an e-mail to grace.bennett@coons.senate.gov with the subject line reading “Intern” and include a cover letter, resume, and one writing sample. Delaware ties a plus, but not required. Absolutely no walk-ins or phone calls.

Our fall internship session will run from Wednesday, September 4th to Wednesday, December 11th and we give preference to applicants who are available at least 3 days a week from 9am-5pm.
New Posting!

Terry McAuliffe for Governor Campaign -- Call For Interns and Fellows

The Terry McAuliffe for Governor Campaign is looking for young people to play an integral role in one of the most dynamic and high-profile races in the country. Positions are available for part-time Interns (10-20 hours/week) and full-time Fellows (30-40 hours/week) in Woodbridge, VA. Interns and Fellows are a critical piece to running a robust campaign. Opportunities include:

- Assisting all departments in day-to-day operations and long-term goals of the campaign.
- Receiving effective training in core campaign and organizing skills.
- Building capacity to expand all programs throughout the phases of the campaign: capacity building, base engagement, voter contact and turnout.
- On-going professional development.

HOW DO I APPLY?

Please email Kevin Ward at Kward@vademocrats.org with your current resume and contact information. All positions are unpaid and arrangements to receive college credit are welcomed. The Coordinated Campaign is an equal opportunity employer and will not discriminate against any employee or applicant for employment on the basis of race, color, national or ethnic origin, religion, sex, age, handicap, pregnancy, sexual orientation, or veteran status.
New Posting!

Senate Small Business Committee Seeks Interns

The Senate Small Business Committee is looking for a few bright interns, preferably juniors or seniors, for the upcoming fall semester. We would hope that these interns would be able to get college credit as the positions would be unpaid. The interns will need to be available at least two days per week for several hours. Tasks will include:

- Helping out with front office work, including answering phones, running errands, and prepping for hearings/roundtables
- Assisting staff with research and policy work
- Attending meetings, hearings, etc. in order to take notes for staff

In addition, there will be group activities and meetings throughout the semester that will give the interns a chance to get to know the staff, gain valuable experience and advice, and have a bit of fun while learning new skills.

In order to be considered, students will need to send an email with cover letter and resume attached to Christina_Jones@sbc.senate.gov. The contact number for our front office is 202-224-5175.

ABOUT THE COMMITTEE
The main task of the Committee on Small Business and Entrepreneurship is to oversee the Small Business Administration (SBA). The SBA is a federal agency with loan programs dedicated to small businesses. The Committee serves as a voice for small businesses as well, and we work to help small businesses address the unique issues that affect them. We hold hearings and develop legislation that seeks to assist small businesses with some of their unique challenges. The Committee also serves as a forum where small business associations can voice their concerns that are affecting a particular sector of the small business economy.

The SBA offers numerous loan programs to assist small businesses. However, it is important to note that the SBA is primarily a guarantor of loans made by private and other institutions. The Congressional Research Service has an excellent overview of the SBA titled “Small Business Administration: A Primer on Programs.”
New Posting!

Washington Office of Senator Amy Klobuchar Seeks Interns – Deadline Today!

The Washington office of Senator Amy Klobuchar is currently accepting internship applications for the 2013 Fall session. An internship with the Senator’s office is a terrific chance for students to gain first-hand experience with both the legislative process and constituent services in the United States Senate. Interns assist the office in a variety of legislative and administrative capacities. Interns support legislative staff by conducting policy research, attending briefings, and preparing for hearings. They are also asked to give tours of the U.S. Capitol to constituents and assist with constituent correspondence by letter, email, and phone. During your time in the office, you will learn your way around Capitol Hill and become familiar with the daily operations of a senate office.

The spring internship runs from August to December and is available both part time and full time. If you will be attending classes while you are here we ask that you note that on your internship application, as well as what days and times you are available to work. We are happy to coordinate with educational institutions and students to develop internships for academic credit. Materials required for consideration:

- Cover letter
- Resume
- Three References
- Short writing sample (from a previous internship or academic experience)
- Internship application form (available at [http://www.klobuchar.senate.gov/internships.cfm](http://www.klobuchar.senate.gov/internships.cfm))

Please send your application materials by email or fax to: U.S. Senator Amy Klobuchar c/o Internship Coordinator 302 Hart Senate Office Building Washington, D.C. 20510  [Fax: 202-228-2186]

Contact: Ben_Boroughs@Klobuchar.senate.gov or 202-224-3244 with questions. The fall deadline for application materials is Aug 12, 2013. Students & recent college graduates with ties to Minnesota are strongly encouraged to apply, but all applicants are welcome.
Congressman Richard Hudson (NC-8) Seeks Fall Interns

Congressman Richard Hudson is looking for full or part-time fall interns in his Washington, DC office. The internship is unpaid, but academic credit is available. Please find more information below. If interested, please send a short cover letter and your resume to Tatum Gibson and tatum.gibson@mail.house.gov.

Internships are an excellent opportunity for students interested in pursuing a career in politics or government. Internships are offered in the District 8 offices in Washington, Concord, and Rockingham. Our interns help staff with a variety of duties. Their primary roles are to handle mail and assist with phones. They also help compile research, conduct Capitol tours, write legislative correspondence, attend committee hearings, gather news clippings, assist with management of the constituent database, and assist with scheduling requests. Duties will vary according to offices.

Besides the above listed office duties, my staff works with interns to involve them in the educational opportunities available in Congress and Washington, D.C. For instance, the intern coordinator will keep interns aware of lectures and seminars taking place in and around the Capitol. We also coordinate tour activities for interns while they are in Washington.

These are unpaid internships, and interns are responsible for their own housing. My staff will be happy to make housing suggestions. Additionally, my intern coordinator is very willing to work with college professors and interested students to design a specific internship that will fit both the office’s needs and the student's needs.

If you would like more information on Congressional Internships in North Carolina or Washington, D.C., or would like to apply, please contact Tatum Gibson at (202) 225-3715 or Tatum.Gibson@mail.house.gov.
New Posting!

Democratic Campaign Fundraising Firm Seeks Interns

COMPANY DESCRIPTION:
Advanced Network Strategies is a Democratic Campaign Fundraising firm located on Capitol Hill specializing in contributions from interest groups. The firm’s ten clients cover a wide range of knowledge, expertise, and geography. Its client roster currently boasts 9 Members of Congress including Mike Thompson (CA), Bennie Thompson (MS), Collin Peterson (MN), John Larson (CT), Emanuel Cleaver (MO), Hank Johnson (GA), Jim Cooper (TN), Janice Hahn (CA), Luis Gutierrez (IL), and Marcia Fudge (OH). While specializing in fundraising here in Washington, DC, ANS also handles our clients’ events across the country.

JOB DESCRIPTION:
Our internship provides a high level of exposure to the political process for students interested in a career in politics. Interns will interact with Members of Congress, Lobbyists, and Hill Staffers on a daily basis. Additionally, the firm consists of only two paid employees, making our intern a valuable and necessary part of the office. While the job does include some data entry, the vast majority of our intern’s responsibilities involve direct interaction with our clients and potential contributors. Interns will be responsible for planning and executing fundraisers, conducting research on potential donors, staffing Members of Congress, as well as soliciting contributions from interest groups and individuals. This is an unpaid internship.

JOB QUALIFICATIONS:
The ideal candidate would be well-versed in current events (e.g. read a newspaper daily), have excellent phone presence, be able to multi-task in a fast-paced environment, be responsive and decisive. Because our interns spend so much of their time interacting with Members and their staffs, candidates must be mature, professional, and a quick-study.

TO APPLY:
To apply, please send a copy of your resume to Julie Vieburg at JVieburg@gmail.com.
New Posting!

Communications Internships at People for the American Way

People For the American Way is a nationwide advocacy organization that mobilizes its members and activists to fight for public policies that reflect the values of freedom, fairness, and equal opportunity; to champion constitutional protections and civil rights; to hold public officials accountable to those standards; and to promote strong democratic institutions, including a federal judiciary that upholds individual rights.

The affiliated People For the American Way Foundation conducts research, legal, and education work on behalf of First Amendment freedoms and democratic values; monitors, exposes, and challenges the Religious Right movement and its political allies; identifies, trains, and supports the next generation of progressive leaders through its Young People For youth leadership programs and its Young Elected Officials Network; and carries out nonpartisan voter education, registration, civic participation, and election protection activities.

Our communications and media relations department responds to media inquiries, generates news coverage, informs the media about the activities of the radical right, provides strategic communications advice, and supports the efforts of our allies and coalition partners. Internships in our communications dept. provide students with a unique opportunity to see national and regional communications strategies at work. Our interns are an integral part of our communications team. Interns are called on to write news releases, blog posts, and other materials; plan events; conduct research; and track media coverage.

Applicants for this position must be strong writers. They should have a basic understanding of the American politics and/or the news industry and be eager to learn more. Applicants should be effective team members who are willing to work hard to advance a progressive political agenda and who want to have fun while doing so. Experience writing for publication as well as experience with video editing is helpful but not required.

Internships are unpaid, though academic credit may be available. We provide interns working six hours per day with an $8 per day per diem to help defray transportation costs to and from the People For office; some restrictions apply.

To apply for a fall internship, send letter of interest and resume to: hr@pfaw.org by August 15, 2013.

People For the American Way is an equal opportunity employer.
Advocacy and Communications Internship at Direct Care Alliance

Direct Care Alliance (DCA), a national nonprofit, 501(c)3 organization in Washington, DC, is seeking a creative and detail-oriented advocacy and communications intern for Fall 2013. This is an excellent opportunity to gain real-world experience at a national non-profit and learn about health care, immigration, wage and other social justice and labor issues, while supporting an important cause.

DCA is the national advocacy voice of direct care workers (i.e. home care aides, personal care attendants, personal assistants, nursing assistants, direct support professionals and others) who provide care, services and support to millions of older adults and individuals with disabilities in institutional (like nursing homes or assisted living facilities) and home and community-based settings.

Interns will assist the staff on projects including: grassroots and national advocacy, public policy, communications (including social media and newsletter development) and research -- related to a variety of issues such as labor rights for home care workers, immigration reform, and Medicaid expansion and health care enrollment under the Affordable Care Act.

DCA requires a minimum time commitment of 12 hours per week (up to 35 hours). This is an unpaid internship. However, we are happy to assist students to receive academic credit for their internship. Candidates must have exceptional research, writing and editing skills, be detail-oriented and self-motivated, have strong computer skills and a willingness to work on a wide range of projects in a fast-paced environment. Direct Care Alliance provides interns with the opportunity to work in a supportive and collaborative environment.

Direct Care Alliance is located at 1112 16th Street, NW, a short walk from two metro stops, Dupont Circle, the National Mall and more!

To apply: Please send a cover letter, resume and writing sample (of no more than three pages) to Jessica Brill Ortiz, National Advocacy Director: jbrillortiz@directcarealliance.org. Be sure to include “Internship” in the email's subject line. Qualified candidates will be contacted for an interview. **No Calls, please.**
NY Congressional Campaign (Jeffries for Congress) Hiring Volunteers/Interns

Congressional campaign (NY-8) seeks bright, motivated, and politically interested volunteers and interns to work with D.C. based Finance operation. Applicants must be detail oriented, have strong written and oral skills, highly organized, enjoy working with people, and goal oriented.

Responsibilities include, but not limited to: donor research, database entry, event planning/staffing/support, assist with candidate call time prep, and prepare contribution tracking reports. This is a great opportunity to gain experience on campaigns and in politics while working in a fast-paced environment.

Please submit resume and cover letter to FinanceInternNY08@gmail.com
Sierra Club – Political Department; Strategic Partnership Internship

The Sierra Club is looking for three interns for the Fall 2013 semester. Candidates interested in the Political Department of the Strategic Partnership Internships Program should email erin.turmelle@sierraclub.org with a cover letter and resume by August 16.

Political Department: The Political Department manages the Club’s participation in elections, including making political endorsements and contributions, organizing local volunteer efforts in elections, conducting research on candidates, and training volunteers. For more information about this program, visit https://content.sierraclub.org/politics-elections/.

Strategic Partnership Internship Program: The Sierra Club is the country’s oldest and largest environmental non-profit committed to promoting sustainability and protecting our country’s lands. The Strategic Partnership Program utilizes key relationships with political champions, union allies, youth activists and environmental justice partners in all aspects of our work. Working closely with these four programs we strive to build unified coalitions across various organizations that work together to achieve our common goals.
Fall Internship for Representative John C. Carney, Jr. (DE-AL)

The office of Congressman John C. Carney, Jr. (DE-AL) is accepting applications for Fall 2013 internships in our Capitol Hill office.

Interns must be in the Washington area for the semester and should be able to commit to at least 20 hours per week. The hours are flexible to accommodate students' hectic course schedules, but generally run 9:00 a.m. to 6:00 p.m. when Congress is in session, and 9:00 a.m. to 5:00 p.m. when not in session. Although all internships in all offices are unpaid, students gain invaluable work experience. Please send a resume and one-page cover letter to carney.scheduling@mail.house.gov. This e-mail address is being protected from spambots. You need JavaScript enabled to view it.

All applications must be submitted by August 15, 2013 -- applications received after this point will not be accepted. Washington interns' responsibilities will vary. They will be asked to answer phones, run errands, research legislation for the Member and legislative staff, attend hearings and briefings and answer constituent letters on various issues before the House. As a result, interns learn about the legislative process and the many other functions of a congressional office.
Internship with Democratic Political Fundraising Firm

Democratic political fundraising firm seeks independent-minded, quick-thinking individual with knowledge of the political process and public policy, to work as a fundraising intern during the Fall Semester 2013. Candidate must be reliable, possess excellent written and communications skills, a working knowledge of national politics, and an appreciation for a well-funded campaign. Position will allow for hands on experience in all stages of campaign fundraising including event planning, campaign research and strategy, donor prospecting and database maintenance.

Our firm represents U.S. Senators Levin (D-MI), Leahy (D-VT), Mikulski (D-MD), Landrieu (D-LA), Klobuchar (D-MN), Blumenthal (D-CT), Warner (D-VA), Whitehouse (D-RI) and Kaine (D-VA). Interns will have the opportunity to attend fundraising events and meet many of the members listed above. This internship is unpaid, though we are happy to work around class schedules and do offer class credit if you meet requirements put forth by your school. Interested candidates should email resumes to Jennings Heussner at jheussner@cfcdc.com

For more information contact:

Jennings A. Heussner  
Campaign Finance Consultants  
10 G St. NE  
Suite 470  
Washington, DC 20002  
P: (202) 682-2202  
F: (202) 682-1918  
jheussner@cfcdc.com
Campaign Finance Internship Available with Bulldog Finance Group

Bulldog Finance Group is a Progressive campaign fundraising firm that is seeking a full or part-time Campaign Finance Intern. BFG works with a number of local, state, and federal Progressive candidates as well as nonprofits. BFG has offices in Washington, DC and Dallas, TX, but since we work with candidates across the country, interns have the ability to work remote from anywhere in the country. The internship is unpaid but travel stipends are available and there are opportunities for bonuses based on performance. Candidates should be current college or graduate students who are looking to gain political fundraising experience. Please send resume, cover letter, and position you are applying for to Kara Highfill, kara@bulldogfinancegroup.com. No phone calls please.

Responsibilities:
Provide research on potential and existing clients and the competitive landscape
Create original content for client's fundraising purposes
Managing and following up on digital marketing campaigns
Coordinating and attending fundraisers
Securing donations through various forms of media

Skills and Experience:
Proficiency in Excel, Microsoft Office, and GoogleDocs
Excellent organizational skills and attention to detail
Strong research skills
Ability to communicate effectively with clients and staff members
Must be currently enrolled in a college or university
Previous political experience preferred but not required
Knowledge of fec.gov, opernsecrets.org, and general campaign finance law preferable

For more information about Bulldog Finance Group, visit out website: http://www.bulldogfinancegroup.com.
Internship with the City of New Carrollton

The City of New Carrollton is looking for an intern to start as soon as possible. The Mayor has yet to determine the stipend amount for this internship, but it will be paid.

The City of New Carrollton has taken on a large-scale economic development, annexation, and commercial revitalization initiative over the past three months and we are looking for an intern who is looking to work in government, possibly considering a career in local government one-day. The intern will be working under me in the Administration / City Management department and will get a feel for what it is like to be in City Management. The intern will be working on mostly annexation, data analysis projects, but will also see the economic development side of things and participate regularly in economic development activities. They may also be asked to assist in various City Management related tasks.

As for the qualifications we are looking for, someone who has a general understanding of local government and research and analysis capability. In return, we promise to introduce the intern to as many professional connections as possible to aid in helping them find a career after graduation. Interested candidates please email resumes to Mbraatz@newcarrolltonmd.gov.

For more information contact:

Miranda Braatz
Assistant City Administrative Officer
City of New Carrollton
6016 Princess Garden Pkwy
New Carrollton, MD 20784
O: 301-459-6100
C: 240-472-6155
F: 301-459-8172
The USDA-Food and Nutrition Service, FNS, is looking for students who would like to gain experience under the USDA- Student Volunteer Program. Our office is located Alexandria, Virginia at 3101 Park Center Drive. We would be honored if you could share this information with your students.

Vacancy Announcement - USDA-FNS
Position Title: Office of Communications Intern (non-paid)
Hours: Flexible
Start date: ASAP
Location: 3101 Park Center Drive, Alexandria, Virginia, 22302

Duties
- Assist the Office of Communications, Division of External and Government Affairs to redesign the website.
- Review and evaluate current web content in relation to restructured organization priorities.
- Create new web pages that maintain the integrity and linkages of previous pages while incorporating the new organizational structures and business partners.

Education and Experience:
- Preferred candidates are enrolled in or have graduated from an educational program studying Web Design, Computer Science or related field of study.
- Web design and software programming background.
- Familiarity with Drupal or similar open source content management platform.
- Excellent oral and writing communication skills.
- Knowledge and understanding of grammar and punctuation.
- Ability to present information to a larger audience.
- Knowledgeable of Microsoft Office Programs, (Excel, Power Point and Word).

Please forward your resume to Raymond.Magee@fns.usda.gov. For more information, please contact Mr. Magee at 703-305-2657.
Democratic Member – Representative Ed Perlmutter (CO-07) Seeks Interns for the Fall 2013 Semester

Applicants should be motivated, organized, and reliable individuals to assist with the legislative and administrative needs of the staff. Such duties include attending briefings, answering phones, drafting constituent correspondence letters, doing legislative research, giving tours of the Capitol, and various other tasks. Applicant must be proficient in Microsoft Word with strong writing skills. Applicants must be enrolled in an academic program and Colorado connections preferable.

Please send resume, cover letter and two writing samples of no more than 2 pages to Daniel Dingmann at daniel.dingmann@mail.house.gov, with “Fall 2013 Internship” in the subject line. No phone calls please.

Daniel J. Dingmann
Staff Assistant/ Tour Coordinator
Office of Congressman Ed Perlmutter (CO-07)
1410 Longworth House Office Building | Washington D.C. 20515
Email: daniel.dingmann@mail.house.gov
Office Phone: 202-225-2645|Office Fax: 202-225-5278
www.perlmutter.house.gov
AUSN Legislative Intern Program

The Association of the United States Navy (AUSN), the premier voice and advocate for our nation’s current and former Sailors, is looking for a full or part time unpaid Legislative Interns for their offices in Old Town, Alexandria. Candidates should have, or be pursuing, a degree in Political Science/Government Affairs/Communications. Strong writing and personal skills a must! An interest and passion for the United States Navy and Navy Reserve is highly desirable.

In addition to administrative tasks, i.e. answering phones and helping to schedule appointments, interns will monitor and write After Action Reports on Congressional Hearings of interest such as House and Senate Armed Services, Appropriations and Veterans’ Affairs Committee hearings. Interns will also have the opportunity to attend meetings with Congressional Staff along with the Legislative Director as well as other meetings off of Capitol Hill. The Legislative Director is also willing to oversee a research project of the intern’s interest if they are pursuing class credit for the internship.

Candidates can submit a cover letter, resume and 1-2 page writing sample to the Director of Legislation, Mr. Anthony A. Wallis at Anthony.Wallis@ausn.org or fax it to 703-683-3647. Schedules are flexible/negotiable for the fall, spring, and summer and Metrorail travel reimbursement is available to interns as well as free parking at our headquarters.

Deadlines for Applicants are as follows: Fall Internships, August 10; Spring Internships, December 10; Summer Internships, April 10.

The Legislative Internship program offered at the AUSN focuses on introducing undergraduate and graduate students to the Legislative process as well as to the issues that our Navy, veterans and retirees are confronting on Capitol Hill. The goal of the program is to educate and inform students on the Legislative process and its relationship with the military (looking at authorization and appropriation legislative accounts for the Department of Defense).

While at AUSN, Legislative Interns will assist the Legislative Director in not only performing administrative tasks, but also with day to day operations of the office. AUSN Legislative Interns will track and monitor upcoming Congressional hearings, by referencing Congressional Quarterly Today, distributed every morning Congress is in session, and uploading them to the Outlook calendars of the Legislative Director as well the Executive Director and Director of Membership. In addition, in the cases where the hearings are not televised or streamed online, the interns will go to Capitol Hill and take notes and monitor hearings of relevant committees. Afterwards, the Legislative Director will review After Action Reports (AAR’s) before distribution to Executive Director and Director of Membership. Along with this responsibility, Interns will proofread letters to Members of Congress from the Legislative Director, Capitol Hill Blog and Legislative Alerts before either the Legislative Director or Intern posts to the website. Interns will also schedule appointments based on the Legislative strategy spreadsheet.
Environment America

If you want to spend the semester learning how to make a real impact on the decisions that affect the energy we use, the air we breathe, the water we drink and the places we love, apply for an internship with Environment America. We’re taking applications now for fall 2013 internships in Washington D.C. and 29 states across the country.

So, what do interns with Environment America and the State Environment Groups do? Make a real impact on critical environmental issues! You’ll learn how to analyze environmental problems, advocate for smart solutions, and build public support. And you’ll work one-on-one with one of our advocates and organizers, providing a unique, mentored experience.

Responsibilities vary, but you'll do some mix of:

- Researching critical environmental problems and preparing reports to release to the public
- Coordinating and attending media events, like news conferences
- Writing and publishing letters to the editor and working on news releases
- Attending lobby meetings with lawmakers and other decision-makers
- Working with coalition partners, like public health groups and other environmental groups
- Tracking legislation or regulations on the federal or state levels
- Generating public support for our campaigns, such as by collecting petitions or using social media
- And you’ll attend briefings and trainings to learn more about environmental issues and gain advocacy and organizing skills.

Our internships are unpaid, and we cannot provide housing or travel assistance. We will work with you to secure academic credit from your college or university if that is an option.

Qualifications: We are looking for current college students who care about our environment and are driven to preserve it for the future. We look for strong leadership skills, academic excellence, problem solving ability, top-notch written and verbal skills, eagerness to learn, and a sense of humor.

Locations: We’re taking applications now for fall 2013 internships in Washington D.C. and in 29 states across the country. We will start accepting Spring 2013 applications on October 1st. Apply here: http://jobs.environmentamerica.org/page/amr/apply-intern-environment-america-fall.
Fall Internship for Representative Ron Barber (AZ-2)

The office of Congressman Ron Barber of Arizona seeks qualified interns for our fall internship program. Interns can expect to gain exposure to the day-to-day activities of Congress while playing an active role in the daily work of a Congressional office. Congressman Barber’s district deals extensively with border and immigration issues, alternative energy (solar), scientific research and national security, so interns can expect experience dealing with a wide variety of issues of critical importance to the nation.

Our internship program places interns in roles with significant responsibility, so we seek only those looking to gain meaningful experience. Responsibilities include assisting with constituent communications, leading Capitol tours, general administrative duties and assisting with special projects. Prospective applicants should be personable, self-starters, quick-learning and eager to take an active role in the workings of a Congressional office.

Internships are unpaid, but arrangements can be made with your school for academic credit. Both part-time and full-time internships are available, but preference will be given to those who can dedicate at least 25 hours per week. Start and end dates are flexible, but our office is aiming to begin early-to-mid August.

Interested applicants should send a cover letter and resume to az.house.internship@gmail.com. Individuals with Arizona ties are strongly encouraged to apply. No calls please.
Jobs

New Posting!

GW's Office of Educational Support Services for Student Athletes Seeks Tutors in ALL Subjects

Specific Needs: Accountancy Courses, Writing, All Math Courses, Sign Language, Physics, Chemistry, Economics.

Flexible hours and competitive hourly rates.

If interested, please complete attached application and return to Danya Ellman (Located in Smith Center, 600 22nd St NW) or email dellman@gwu.edu for more information.

No Walk-In Appointments, Please email with questions.
New Posting!

NTA Mayflower Tours Patrick Murphy Internship Description

Overview:
NTA (National Travel Association) is looking for a graduate or undergraduate student pursuing a political science or travel/tourism degree to fill the internship position at the office of Stephen Richer, NTA Public Affairs Advocate, in the Washington, D.C. area.

Duties may include:
- researching issues and prospective policies that affect the travel and tourism industry
- Database administration
- developing report content
- other administrative tasks as needed.

Location of this internship is:
NTA office
2351 Eisenhower Avenue
Alexandria, VA 22314

Qualifications:
· Political science background
· Proficiency in Microsoft Office, with particular experience in Word and Excel.
· Internet-based research skills.
· Strong interpersonal skills.
· Clear and efficient communication skills (written and verbal).
· Detail-oriented and organized.
· Able to work both independently and collaboratively.

Preference given to travel and tourism students.

Compensation: $2,000
Time Period: Fall 2013 – days/hours to be determined by the student and NTA
Required Items:
Please submit a cover letter and resume to
Amanda D’Aiuto
Student Programs Manager
internships@tourismcares.org
NBC's "Million Second Quiz"

From: Harvey Feigenbaum

If you know any students who might be interested in this, please pass this on and tell students they should say they were recommended by me.

Best,
Harvey

FWD: On Tue, Jul 23, 2013 Zach Johnson <zachcasting10@gmail.com> wrote:

Harvey,

Good talking to you today. We have 4-5 slots open for pa's on the dates ranging from August 8-11. Any experience in production or casting should be mentioned in either the email or cover letter. Rate is 125 a day and will be in D.C. Have interested/avail workers email a resume to this address.

Links for promos are at the bottom of the email. Article in Entertainment Weekly: http://insidetv.ew.com/2013/04/30/million-second-quiz-nbc/press release


Best,
Zach Johnson | Senior Casting Producer
424.732.6474 office | 310.733.6208 cell
zachcasting10@gmail.com | zach.johnson@millionsecondquiz.com

http://www.nbc.com/million-second-quiz/
https://www.facebook.com/MillionSecondQuiz
https://twitter.com/MillionSeconds, #MSQ
https://www.youtube.com/user MillionSecondQuiz
https://plus.google.com/+NBCMillionSecondQuiz
http://instagram.com/millionsecondquiz
http://millionseconds.tumblr.com/ | Vine: @millionseconds
FOCUS – School Data Internship

FOCUS, a non-profit charter school support organization, is creating a paid school data intern program to recruit, train, and place students in multiple DC public charter schools for a full school year. Interns will be expected to work approximately 10 hours per week during the school year and will be held to very high standards of professionalism and responsibility. Students who apply should be confident that they can commit to approximately 10 hours per week for the full school year.

There will be three different types of projects that interns can take on:

1. Excel and Computer Training: The teachers and staff who will require the most training will likely be the least comfortable using technology. Therefore interns should feel extremely comfortable explaining basic computer and Excel skills (e.g. turning a computer on, opening programs, clicking in Excel cells, using formulas for sums and averages). There will also likely be staff who have basic computer and Excel skills but are seeking additional training in data analysis (e.g. sorting and filtering, pivot tables, conditional formatting). Therefore interns should feel extremely comfortable explaining more advanced computer and Excel skills.

2. Merging and Manipulating Disparate Data Sources and Data Entry: Charter schools often have data stored in multiple files and formats. Typically school staff would like to analyze this data from a unified source, such as a database or Excel spreadsheet. Interns assigned to this type of project should be comfortable importing and exporting data from different types of databases, merging data using Excel and/or statistical analysis software (SPSS, SAS, etc.), creating organized systems for entering data from paper files. This is primarily a technical position.

3. Running Reports and Basic Data Analysis: Since school staff often lack sufficient time and resources to analyze all of their data, interns will help address this need. Interns assigned to this type of project should be able to formulate clear research questions and analysis plans in collaboration with their school supervisor, have strong analytical skills (ability to interpret meaning from data analysis), and communicate findings visually.

Students will be expected to travel to their public charter school site several times per week. Students’ ability to get to the site will be considered in the matching process. Compensation: $10-15 per hour

To apply, please visit http://focusdc.org/data-internship to download and fill out our online application. Once you have completed the application, please attach it along with a resume in an email to dataintern@focusdc.org. Applications will be accepted on a rolling basis. The matching process will begin in July. Students from all majors and class years welcome.