

J Street Congressional Internship Program

Position: J Street Congressional Intern

Duration: June 5-July 28, 2017 Application Deadline: February 28, 2017

Each summer, J Street places a select group of college students in Capitol Hill internships to experience the legislative side of advocacy work. Students chosen for the J Street U Congressional Internship Program are interns in the offices of Members of Congress, learning about the inner workings of the House of Representatives and Senate. In their free time, Congressional Interns will have the opportunity to participate in a wide range of educational programs through the J Street Education Fund and other organizations and meet in-person for special seminar programming with J Street staff. For more information please see the <u>Frequently Asked Questions</u>.

The internship is an eight-week long program, beginning the week of June 5, 2017 with an Orientation Day and running through July 28, 2017. Depending on the Congressional office in which interns are placed and the intern's availability, the term of the Congressional internship may vary. By the end of the internship program, J Street U Congressional Interns will have a broad and in-depth understanding of the legislative process, as well as J Street's role in advocating Congressional leadership toward a two-state solution to the Israeli-Palestinian conflict.

The Congressional Internship Program is also an opportunity for interested students to increase their involvement with J Street U while gaining the experience of a full-time Capitol Hill internship. Alumni of the program have gone on to serve on the J Street U National Student Board, as chairs of their campus J Street U and J Street Local chapters, and as full-time J Street staff members.

The final deadline to submit an application for the Summer 2017 internship term is February 28, 2017. The application consists of:

- 1. A one-page resume
- 2. A one-page letter directed to a prospective Congressional Intern Coordinator detailing why you would be an excellent Congressional intern.
- 3. A 1-2-page writing sample
- 4. 2 letters of recommendation
- 5. Please also include your summer availability dates, any additional languages you speak, the internship application deadlines of the House and/or Senate offices you would prefer to intern for (at least 3), your college or university and prospective graduation date and your GPA.

Admission decisions will be made on a rolling basis. We encourage applicants to submit their materials as early as possible to ensure ideal placement in a Congressional office. Applicants who move on to further consideration may be contacted for a telephone interview after review of their application, and may need to submit additional materials. Applicants will be notified of their application status no later than March 15, 2017.



Please note: Upon admission into the program, you may be required to compose and submit additional materials (for example, recommendation letters, office-specific cover letters, writing tests or online applications) for the Congressional offices at which your candidacy is under consideration.

Questions? Review our <u>Frequently Asked Questions</u> or contact cip@jstreet.org.