Summer 2018 Internship Guide

Please complete and FAX back to (856) 256-5668 or EMAIL to dworkin@rowan.edu

Name of Company / Association / Organization - Senator Nicholas Scutari Legislative Office

Internship Coordinator - Kurt Sigmund Coordinator's Phone / Email senscutari@njleg.org/sigmundk2@gmail.com

Location of Internship - 1514 E. St. Georges Ave., Linden, NJ # of Summer 2018 Interns Accepted - 2

Dates / Length of Summer Internship - July-August  Required Hours/Week - Negotiable

Is there some type of salary or stipend? [ ] If so, how much? [ ] N/A

What is the application process? (please include deadlines and other requirements. Feel free to attach additional pages)
Please send resume to email(s) listed above no later than June 15th.

Intern work areas: Clerical-Yes Research-Yes Errands-Yes Organizing-Yes

Please explain the work that will be required of the intern: Answering phones, constituent services, basic filing and data entry

Will there be opportunities for the intern to observe:

Internal strategy sessions? _____ Legislative sessions? _____ Committee hearings? _____

Is the intern expected to work evenings and weekends? If so, please explain. No

Do you have any suggestions for the applicants? ________________________________

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