Summer 2018 Internship Guide

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

Name of Company / Association / Organization: Van Drew for Congress

Internship Coordinator: Brandon Shillingford
Coordinator's Phone / Email: 856-649-2272/brandon@njdems.org

Location of Internship: Various campaign offices in district
# of Summer 2018 Interns Accepted: 10

Dates / Length of Summer Internship: June 1st-August 30th
Required Hours/Week: 15 to 40

Is there some type of salary or stipend? No If so, how much?

What is the application process? (please include deadlines and other requirements. Feel free to attach additional pages)

Deadline to apply is May 14th; application attached to email

Intern work areas: Clerical x Research x Errands x Organizing x

Please explain the work that will be required of the intern: Various office tasks, volunteer organization, district polling, assisting the finance division, assisting in GOTV efforts

Will there be opportunities for the intern to observe:

Internal strategy sessions? x Legislative sessions? Committee hearings?

Is the intern expected to work evenings and weekends? If so, please explain. Yes, since we'll be hitting the primary in early June we will need everyone for that effort, however it will not be expected again until we start prepping for the general in August

Do you have any suggestions for the applicants? Don't send the requested documents from the internship application to the email listed (info@vandrewforcongress.com), send it to brandon@njdems.org
Start making your mark in Democratic politics with the Jeff Van Drew Congressional Campaign internship.

Internships with the campaign to elect Jeff Van Drew are a great opportunity for hardworking individuals to gain hands-on political experience, develop a fuller understanding of the political process, and help make a difference in Congress. Through the internship, you will learn the essentials of Democratic politics, help flip a battleground district for the Democrats, and contribute your talent, energy and ideas to advance Democratic causes. This is a great opportunity to help Democrats take back the majority in the House and to learn the ins and outs of a Congressional campaign.

Interns produce high-level work in a variety of areas. Internships also offer great networking opportunities and frequently catapult ambitious individuals into jobs in politics. The Van Drew campaign internship program will be working directly with the campaign staff, and interns will gain exposure to many aspects of the campaign. This is an unpaid Internship. College credit may be arranged.

Applications will be accepted on a rolling basis, although candidates are encouraged to apply by the priority deadline. Please see the application below for more information.

Qualified applicants should...

1. Be dependable, detail-oriented, and able to work independently in a fast-paced office environment;
2. Be available to commit to a part-time (15 hours each week) or full-time (40 hours a week) internship, with hours available on nights and weekends;
3. Have consistent transportation available;
4. Be able to commit to one, two, or all of the following sessions:
   Spring: April-June
   Summer: June-August
   Fall: September-Election Day (Nov 6th)

Application Process:

- To apply, please send your resume and write a brief statement of interest that details why you are interested in working with the Van Drew campaign.
- The recommended deadline for the sessions are:
  - Spring: March 21st
  - Summer: May 14th
  - Fall: August 20th
- Applicants may still apply after this date, and applications will be accepted on a rolling basis, but priority will be given to candidates who submit application materials before this priority deadline.

Applicants should send their resume and a statement of interest to info@vandrewforcongress.com with the subject: Internship Application.