

26TH STATE SENATE DISTRICT
*In Gubernatorial Primary Election
June 3, 2014*

BEN ALLEN

CALIFORNIA STATE SENATOR
DISTRICT 26

SUMMER 2017
INTERNSHIP APPLICATION

Funding

Please Note: All internships are unpaid. Candidates may apply for and receive financial assistance from outside sources.

Academic Credit

Academic or community service credit may be available to you from your college or university, at their sole discretion. Our office will provide proof of service at your request.

The Application

To apply, please fully complete all sections of the attached application. Failure to provide complete answers may affect the review or consideration of your application.

Attach the following documents to your completed application:

- Current Resume
- One-page cover letter that includes a statement of purpose – why you would like to participate in this internship program
- Writing Sample (one page)
- Answer to Writing Prompt (one page)

Submit application and all documents via e-mail to James.Reina@sen.ca.gov by the Summer Application Deadline of April 7, 2017 at 5 pm.

About the Internship

Interns in Senator Allen's district office gain a wide variety of experience, learning about the intricacies of government, community relations and policy.

All interns will receive training in administrative work, constituent case work and engaging with the community. Additionally, interns will assist with projects relating to policy interests, communications and social media.

Interns are required to work a minimum of 16 hours per week during the summer. Interns must be able to commute to the district office in Redondo Beach.

Ideal candidates have:

- Excellent communications and research skills
- Professionalism and good judgment
- Personable affect and have good "customer service" skills

The Summer 2017 Internship program runs from early/mid June to mid August. Once offered the internship, interns are required to commit to an agreed upon schedule. All internship offers will be made by May 1, 2017.

Senator Ben Allen Internship Application Form

Date: _____

Personal Information

Name: _____ Date of Birth: _____

Current Address: _____

Permanent Address (If Different): _____

E-Mail Address: _____

Mobile Phone: _____

Home Phone: _____

Please list your prior government, community, or political experience:

Please list prior work experience:

Please list any outside financial assistance you plan to receive:

Academic Information

Type of Student: Undergrad Graduate Not a Student

Name of School: _____

Address of School: _____

Year of Expected Graduation: _____ Current GPA: _____

Major: _____ Minor: _____

References:

Name: _____ Relationship: _____

Contact: _____

Name: _____ Relationship: _____

Contact: _____

Writing Prompt

Please choose one of Senator Allen’s bills and write a one paragraph memo describing the impact of the bill, it’s support and opposition, its relevancy to the 26th district and its status in the legislature. The bill may already be in law or may be in the current legislative session. The purpose of the paragraph would be to let a constituent or community group know about the bill in a concise and accurate way.

Social Media Component

Draft two possible tweets with appropriate hashtags about the bill.

Certification

I certify that all of the statements contained in my application are true, complete and correct to the best of my knowledge. I understand that making false statements will result in the rejection of my application or my dismissal from the program.

Signature of Applicant: _____ Date: _____