

Legislative Internship FAQ Sheet

Do I need prior political experience?

No. Successful interns come from all backgrounds and disciplines.

Do I need to be a political science major?

No. We welcome students in any major or discipline who are interested in learning about public policy. It's helpful to have taken a college class in government or political science, but not required.

Can I do the internship after I've graduated?

No. All internships are open to Broward College students who are currently enrolled.

Can my references submit my letters before my application is complete?

No. Please compile the documents for one submittal. The package should include the application, your resume and cover letter, and 2 references.

Is there a minimum GPA requirement?

We are requesting a 3.0, but a lower 2.5 GPA with a recommendation letter from faculty will also be considered.

How many interns will you take?

It varies. We would like to have at least 1 intern for each of the 19 Representatives and Senators who make up the Broward Delegation.

Do I have to be a U.S. citizen to do the internship?

No. You must be eligible to work in the United States.

Schedule

When are internships available?

This year, the program will run from September 25, 2017 through December 1, 2017.

How long is the internship?

The program will run for 10 weeks

Will I have time to work on schoolwork during the internship?

The internship is a commitment to work 10 hours per week. Do not count on having built-in time during the work day for academic assignments from your school. Some interns occasionally are able to use down time in their offices to work on school assignments, but most students need to commit outside time to their academic work.

Can I take additional college classes while interning?

Yes. All legislators providing internships have been asked to provide an internship schedule that allows students to prioritize their coursework.

Is this a paid internship?

No. At the current time, should you receive acceptance in the program, it is an unpaid position. However, as the program develops, we are aiming to transition to a credit based program.

Who will I work for?

Interns are directly supervised by the staff of the State House or Senate. Individual work assignments will be generated through their district offices.

How do I know where I'll be placed?

Interns are placed with offices based on a variety of factors, including interests, personality, campus and ease of access to the work location.

How can I prepare for the assignment?

It is strongly encouraged that you research the State Representative and / or State Senator for whom you will be interviewing. Visiting www.flsenate.gov or www.flhouse.gov provides insight to their particular background, committees they serve on, party affiliation and bills they have sponsored.

Can I choose whether I want to be in the House or Senate?

You can state a preference if you so choose. There will not be a high number of available slots. Limiting yourself to one chamber over another will limit your success at getting placed.

What will I do as an intern?

Specific projects and duties vary from office to office. As legislative staff members, interns are expected to perform the duties required to help their offices function smoothly. This includes some administrative tasks, like filing, data entry, and covering the front desk, as well as projects like conducting research, attending meetings, responding to constituents, and tracking legislation. We will follow up with both the student and the office of the legislator to ensure that interns are given substantive work and learning opportunities as part of their experience. Working with members of the legislature can be very exciting, but not everything you are asked to do will be exciting or glamorous. Still, it is all important.

How should I dress for the internship?

Interns, like other staff, are expected to dress professionally.

I don't have a car. Will this be a problem?

No. Students are responsible for their transportation to and from the internship location.