

## INTERN DUTIES

- ◆ Conduct legislative research
- ◆ Write summaries of legislation
- ◆ Present legislation in committee hearings and party caucuses
- ◆ Brief Senators and Representatives
- ◆ Prepare amendments
- ◆ Communicate with legislators and constituents

## Classes and Training

### Legislature and State Government

- ◆ How a Bill Becomes Law
- ◆ Legislative Research & Bill Tracking
- ◆ Legislative Ethics and Decorum
- ◆ Committee Process
- ◆ Amendment Drafting
- ◆ Writing for the Legislature

### Professional Development

- ◆ Public Speaking
- ◆ Technical Writing Portfolio
- ◆ Professional Networking
- ◆ Résumé Workshop

### Additional Activities

- ◆ Pictures with the Governor
- ◆ Supreme Court Oral Arguments
- ◆ Offsite Tours, including:
  - ◆ DPS Crime Lab
  - ◆ CAP
  - ◆ SRP Falls
  - ◆ Capitol Museum
  - ◆ Agricultural Producers
  - ◆ ~~State Prisons~~

## Who can apply?

Candidates for a bachelor's or master's degree with a GPA of 3.0 or higher at the time of application.

Candidates for a bachelor's degree must have completed at least 75 credit hours by the end of the fall semester.

All majors are accepted.

## Timeline

August..... Applications open

September 20..... Applications due

October 3—20..... Campus interviews

October 30—November 3..... Capitol interviews

~~Last week of Mid~~ November...Hiring decisions made

~~Last week of November~~..... Applicants notified

January..... Internship begins

## For more information

Dr. Tara Lennon, ASU Intern Coordinator  
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[www.AZLeg.gov/AZLegInternships](http://www.AZLeg.gov/AZLegInternships)

## ARIZONA LEGISLATIVE INTERNSHIP PROGRAM



## Program

Interns spend the spring semester working full time in the Arizona State Senate or House of Representatives. Depending on their placement, ~~they will~~ interns work with partisan staff on issues for their respective parties or with non-partisan staff analyzing public policy for members of a standing committee.



### Selection Criteria

- ◆ Excellent written and verbal communication
- ◆ Strong analytical and research skills
- ◆ Mature demeanor and judgment
- ◆ Ability to work in a fast-paced environment
- ◆ Professional work ethic
- ◆ Desire to learn about public policy and the legislative process

### How to apply

- ◆ Visit [www.AZLeg.gov/AZLegInternships](http://www.AZLeg.gov/AZLegInternships) for more information
- ◆ Complete the online application form, including personal statement
- ◆ Obtain two letters of recommendation (academic or professional letters) and an unofficial transcript
- ◆ Submit all application materials to the university intern coordinator
- ◆ Arrange to receive academic credit for the internship (follow university policies)
- ◆ Applicants complete two rounds of panel interviews
- ◆ Applicants are notified of hiring decisions by ~~December~~ the last week of November

### Compensation

- ◆ \$5,000 stipend, paid incrementally on a biweekly basis
- ◆ Full tuition & fee waiver for the spring semester
- ◆ 12 upper-division undergraduate credits or 9 graduate credits
- ◆ Up to \$1,000 reimbursement for eligible moving expenses (for residents outside of Maricopa County)



Facebook.com/AZLegInternship

## Past Interns

“My experience at the Arizona State Legislature continues to open doors and create new professional relationships. Many people in the professional world are aware of the unique experience you can gain through this internship program.”

~ Kris Beecher, ASU Intern Class of 2016

“I did this internship one semester before entering law school... Many lawyers are not introduced to studying law until it's time for the Court to interpret the law. Through my legislative internship, I had a different insight into legislative intent and the legislative process, which gave me a more well-rounded view of the law.”

~ Theo Nickerson, UA Intern Class of 2005

“Important decisions are being made all around – the expectations are high, the pace is rapid, the learning curve is steep, and the experience is invaluable.”

~Mykelin Myers, NAU Intern Class of 2018

“I had learned a lot about how government should work in theory. This internship seemed like an amazing way to learn the reality – it did not disappoint.”

~ Eric Figueroa, ASU Intern Class of 2007

“To me, there is no better immersive professional experience out there. If you enjoy it, it can be the start of your career.”

~ Bryan Durham, UA Intern Class of 2011