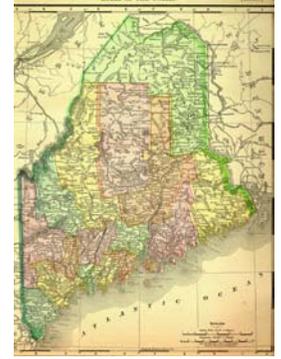




Congressman Michaud's Washington Internship Program



Congressman Michaud's Washington office sponsors internship programs throughout the year. Programs in Washington are typically unpaid; however, some interns will be granted a need-based stipend to cover the costs of housing and transportation. Interns are accepted any time of the year although it is best if a student can work for a full semester or summer. A three-month period of time allows the student to truly experience life in a Congressional office. Internships are available on a full-time or part-time basis. While the office maintains a rolling deadline, please be advised that summer months fill particularly quickly and applicants should apply at their earliest convenience. Be aware that Congressman Michaud's office is not responsible for providing or locating intern housing.

All interns must submit a completed application package includes:

- A completed application form
- Two letters of reference
- A 1-2 page writing sample

Acceptance to the program will be based on:

- Demonstrated interest in the legislative process and politics
- Excellence in school coursework
- Writing ability
- Availability

Preference will be given to applicants who:

- Are a current or former resident of Maine or have a parent who is a Maine resident
- Have completed one full year of college (post high school graduation)
- Are at least 18 years of age

When you have your completed application, send it to
“Attn: Intern Coordinator” to one of the below destinations:

Email: David.Weiss@mail.house.gov

Fax: 202-225-2943

Mail: Hon. Michael H. Michaud, 437 Cannon House Office Building, Washington, DC 20515

Many schools award academic credit for internships, and you should check with your educational institution to determine if your internship experience is eligible for college credit.

If you have any questions please contact Representative Michaud's office at 202-225-6306

Representative Michaud Internship Application Form

PERSONAL INFORMATION

Name: _____ Email: _____

Social Security Number: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone Number: _____

Permanent Address: _____

City: _____ State: _____ Zip: _____

Phone _____

Place of Birth: _____ Date of Birth: _____

How long have you lived in Maine: _____

Mother's Name and Occupation: _____

Father's Name and Occupation: _____

Dates through which you are applying to work: _____

EDUCATION

College Currently Attending: _____

Year Most Recently Completed: _____ Major: _____

Anticipated Graduation Date: _____ GPA: _____

Relevant Coursework Completed: _____

Honors or Awards:

Extracurricular Activities:

Special Skills:

EMPLOYMENT HISTORY

Most Recent Employer:

Dates of Employment:

Address:

City:

State:

Zip:

Supervisor's Name and Phone Number:

Title/Duties:

Employer:

Dates of Employment:

Address:

City:

State:

Zip:

Supervisor's Name and Phone Number:

Title/Duties:

REFERENCES

Please list two references who have known you at least two years.
Please do not forget to attach letters of recommendation.

Reference:

Work Phone:

Home Phone:

Address:

City:

State:

Zip:

Relationship:

Reference:

Work Phone:

Home Phone:

Address:

City:

State:

Zip:

Relationship:

WRITING SAMPLE

Please include any short essay, article, or paper which you have written (1-2 pages) that demonstrates your ability to write in a developed, concise, and grammatically correct fashion. Please be sure to include the assignment as well as the writing.
