# Washington Internships in Law and Policy

updated
Spring 2015



### The Internship Series

For the Common Good: Internships with Social and Community Service Agencies

**Internships with America's Advertising Agencies** 

**Internships in International Affairs** 

**Internships with America's Top Companies** 

The Big Green Internship Book: Internships and Summer Jobs for the Environment

The Congressional Internship Book - Internships with the 112<sup>th</sup> Congress 2011-2013

The History Internship Book

The Human Rights Internship Book

The Media Internship Book

**The Resort Internship Book** 

**The Sports Internship Book** 

The Women's Rights Internship Book

**Washington Internships in Law and Policy** 

**The Museum Internship Book** 

### The Law School Series

FedLaw: Legal Internships with Federal Agencies

For the Prosecution-Internships with America's Prosecutors

**Legal Services Internships** 

**GreenLaw-Legal Internships with Public Interest Environmental Organizations** 

The City/County Attorney Internship Book

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### 50 Years is Enough Network

3628 12th Street, NE Washington, DC 20017

Phone: 202-463-2265 Fax: 202-636-4238

Fax: 202-636-4238 Website: www.50years.org

Contact Person: Ms. Ruth Castel-Branco, Internship Coordinator

**Organization Description:** The 50 Years is Enough Network provides critical analysis of and popular education on World Bank and IMF policies. They work for fundamental transformation of these institutions through international and U.S. citizen action.

**Internship Description:** Interns work a minimum of three month performing research, event planning assistance and administrative support.

### **Experiences Offered**

Regulatory Research: Economic Research: X

Citizen Education: X Lobbying:
Legal Research: Class Actions:
Community Organizing: X Policy Research: X
Legislative Research: X Program Research: X
Government Relations: Individual Representation:

Other:

### **Academic Majors:**

Undergraduates: X Economics: X

Law: X

Other: International Relations

### **Stipend Amount:**

### **Semesters Available:**

Fall: X Spring: X Summer: X

### **Deadlines:**

Fall: Rolling Spring: Rolling Summer: Rolling

**Application Materials:** Resume, cover letter and brief writing sample

**AFL-CIO** 

815 16th Street, NW Washington, DC 20006

Phone: 202-637-5336

Fax: Website: www.aflcio.org

Contact Person: Ms. Nancy Schiffer, Associate General Counsel

**Organization Description:** The AFL-CIO is the largest umbrella organization of labor unions in

the country.

**Internship Description:** The AFL-CIO Law Student Union Summer is a unique 10 week internship for law students. In addition to legal research and writing interns are involved in community outreach, legislative campaigns and general litigation. Interns also interview workers and undertake factual investigations and prepare evidence for presentation to the NLRB or similar tribunals. All positions are field internships, not in Washington, DC, and provide a weekly stipend and housing on site.

**Experiences Offered** 

Regulatory Research: X Economic Research

Citizen Education: X Lobbying: X
Legal Research: X Class Actions
Community Organizing: X
Legislative Research: Program Research:

Government Relations: Individual Representation: X

Other:

**Academic Majors:** 

Law: X

Stipend: X

Stipend Amount: \$600 week plus housing

**Semesters Available:** 

Fall Spring Summer: X

**Deadlines:** 

Fall: Spring: Summer: October 20

**Application Materials:** Application, Resume, cover letter transcript, 3 references.

Additional Information: Application available on line at www.afl-cio.org/aboutus/lsus

### **Academy for Educational Development**

1825 Connecticut Avenue, NW Washington, DC 20009

Phone: 202-884-8800 Fax: 202-884-8413

Website: www.aed.org

**Contact Person:** Internship Coordinator

**Organization Description:** The Academy for Educational Instruction is a nonprofit organization committed to addressing human development needs in the United States and throughout the world. AED is committed to solving critical social problems through education and training.

**Internship Description:** AED's internship program is on an "as needed basis." Students should check their website for available positions.

**Experiences Offered** 

Regulatory Research: X Economic Research: X

Citizen Education:
Legal Research:
Community Organizing:
Legislative Research:
Covernment Relations:

Lobbying:
Class Actions:
Policy Research: X
Program Research: X
Individual Representation:

Other:

**Academic Majors:** 

Undergraduates: X Economics: X Policy Graduate: X Other: Education

**Stipend:** 

**Stipend Amount:** 

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: Open Spring: Open Summer: Open

**Application Materials:** Resume' and Cover letter.

Additional Information: website: www.aed.org

Africare

440 R street NW

Washington, DC 20001

Phone: 202-462-3614

Fax: 202-387-1034 Website: www.africare.org

Contact Person: Director of Human Resources

**Organization Description:** Africare helps Africa. A private, non-profit organization, founded in 1971, Africare celebrated its 35th anniversary of assistance to families and communities Africawide. Areas of assistance include agriculture, water, environmental management, health and emergency humanitarian aid. Africa also supports projects in private-sector development and governance.

**Internship Description:** Africare has 8 offices which can benefit from a total of 40 hours of work from interns each week. Interns must work a minimum of 16 hours per week, therefore, two interns are possible for each office. Interns working 16-24 hours per week are considered part-time and receive \$25/week. Full time in interns working 24 hours or more receive \$50/week.

**Experiences Offered** 

Regulatory Research: Economic Research:

Citizen Education: Lobbying:
Legal Research: Class Actions:
Community Organizing: Policy Research:
Legislative Research: Program Research:

Government Relations: Individual Representation:

Other:

Academic Majors:

Undergraduates: X Economics: X

Law: X

Other: Agriculture, Forestry, Health

**Stipend:** X **Stipend Amount:** Varies

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: Open Spring: Open Summer: Open

**Application Materials:** Resume, cover letter, and 1 page writing sample.

**Additional Information:** Cover Letter should include a time frame (3 month period). The writing sample should include what you would like to gain from an internship with Africare.

### **Alliance for Healthy Homes**

227 Massachusetts Ave NE Suite 200 Washington, DC 20002

Phone: 202-543-1147

Fax: 202-543-4466 Website: www.afhh.org

Contact Person: Ms. Eileen Quinn, Communications and Media Relations Director

**Organization Description:** The Alliance for Healthy Homes is a national nonprofit public interest organization working to protect children from lead and other environmental health hazards in and around their homes by advocating for policy solutions and building capacity for primary prevention.

**Internship Description:** Intern program consists of a mix of writing, policy work, and general assistance as needed. Internships are mostly available in the summer; occasionally other times of the year.

**Experiences Offered** 

Regulatory Research: X Economic Research: X

Citizen Education: X
Legal Research:
Community Organizing: X
Legislative Research: X
Government Relations:

Lobbying:
Class Actions:
Policy Research: X
Program Research: X
Individual Representation:

Other:

**Academic Majors:** 

Undergraduates: X Economics: X Law: X Policy Graduate:: X

Stipend: X

**Stipend Amount:** \$10 per hour

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: August 1 Spring: December 15 Summer: May 1

**Application Materials:** Resume, cover letter and writing sample.

Additional Information: www.afhh.org

### **Alliance for Justice**

11 Dupont Circle 2nd Floor Washington, DC 20036

Phone: 202-822-6070

Fax: 202-822-6068 Website: <u>www.allianceforjustice.org</u>

**Contact Person:** Mr. Kyle Murphy, Internship Coordinator

**Organization Description:** The Alliance for Justice is a national association of public interest and civil rights organizations that promotes access to the legal system and Congress and public interest advocacy.

**Internship Description:** The association offers internships to undergraduate, graduate, and law students to work with them on the variety of projects at the alliance.

**Experiences Offered** 

Regulatory Research: Economic Research:

Citizen Education: Lobbying:
Legal Research: X Class Actions:
Community Organizing: X
Legislative Research: X
Program Research:

Government Relations: Individual Representation:

Other:

**Academic Majors:** 

Undergraduates: X Economics:

Law: X Policy Graduate: X

Other:

**Stipend:** X **Stipend Amount:** Varies

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: Open Spring: Open Summer: March

**Application Materials:** Cover Letter, resume and list of references.

**Additional Information:** Some of the intern's responsibilities include: extensive legal research, special projects, and contributing to the newsletter. Applicants should possess strong writing and research skills, excellent analytical skills, computer experience, and enthusiasm and initiative.

### **American Academy of Diplomacy**

1800 K. Street, NW Suite 1014 Washington, DC 20006

Phone: 202-331-3721

Fax: Website: www.academyofdiplomacy.org

Contact Person: Ms. Yvonne Siu, Program Director

**Organization Description:** The American Academy of Diplomacy is a non-profit membership organization of retired U.S. Ambassadors dedicated to increasing the professionalism of professionalism of the U.S. Foreign Service.

**Internship Description:** Interns work to provide administrative and program support.

**Experiences Offered** 

Regulatory Research: Economic Research:

Citizen Education:
Legal Research:
Community Organizing:
Legislative Research:
Government Relations: X

Lobbying:
Class Actions:
Policy Research: X
Program Research: X
Individual Representation:

Other:

Academic Majors: Undergraduates: X Policy Graduate: X

**Stipend Amount:** 

### **Semesters Available:**

Fall: X Spring: X Summer: X

### **Deadlines:**

Fall: August

Spring: December Summer: April

**Application Materials:** Resume, cover letter and writing sample.

### **American Association of University Professors**

1012 14th Street NW Suite 500 Washington, DC 20005

Phone: 202-737-5900

Fax: Website: www.aaup.org

**Contact Person:**, Legal Intern Coordinator

**Organization Description:** AAUP is a national organization dedicated to the defense of academic freedom and to the establishment of sound academic policies and procedures on issues affecting faculty members.

**Internship Description:** Students can do a variety of projects involving writing and research on higher education issues for the AAUP legal office.

### **Experiences Offered**

Regulatory Research: Economic Research:

Citizen Education: Lobbying:
Legal Research: X Class Actions:
Community Organizing: Policy Research: X
Legislative Research: Program Research:

Government Relations: Individual Representation:

Other:

### **Academic Majors:**

Law: X

Other: Higher Education Adm

### **Stipend:**

**Stipend Amount:** 

### **Semesters Available:**

Fall: X Spring: X Summer: X

### **Deadlines:**

Fall: Open Spring: Open Summer: Open

**Application Materials:** Letter to indicate area of interest and resume.

Additional Information: website: www.aaup.org

### **American Bar Association - Public Services Division**

740 15th Streer, NW

Washington, DC 20005-1022

Phone: 202-662-1691

Fax: 202-638-3844 Website: www.abanet.org/publicsery/

Contact Person: Ms. Carrie Coleman, Project Coordinator

**Organization Description:** One of the goals of the American Bar Association has been to apply the knowledge and experience of the legal profession to the promotion of the public good.

**Internship Description:** The internship with the ABA Public Services Division offers a unique legal research and writing opportunity for second and third year law students. Students design their own public interest writing project within one of the Division's subject areas.

### **Experiences Offered**

Regulatory Research: Economic Research:

Citizen Education: Lobbying:
Legal Research: X Class Actions:
Community Organizing: Policy Research: X
Legislative Research: X
Program Research:

Government Relations: Individual Representation:

Other:

### **Academic Majors:**

Law: X

### **Stipend Amount:**

### **Semesters Available:**

Fall Spring Summer: X

### **Deadlines:**

Fall: Spring:

Summer: January

**Application Materials:** Resume, cover letter and references.

### American Bar Association-Rule of Law Initiative

740 15th Street, NW Washington, DC 20005

Phone: 202-662-1957

Fax: Website: www.abarol.org

Contact Person: Mr. Hakim Lakhdar, Intern Coordinator

**Organization Description:** The Rule of Law Initiative is a public service project of the ABA dedicated to promoting legal reform efforts in over 40 countries around the world. The Rule of Law Initiative concentrates its technical legal assistance in the following areas; Anti-corruption, Criminal Law, and Trafficking in Persons, Gender Issues, Human Rights and Conflict Resolution and Judicial Reform.

**Internship Description:** Unpaid interns work supporting a variety of short and long term research projects in the Initiative's focus areas. Project may include development of technical assistance guides, analysis of draft legislation, and support of out of country projects. Knowledge of a foreign language a plus.

### **Experiences Offered**

Regulatory Research: X Economic Research:

Citizen Education: Lobbying:
Legal Research: X Class Actions:
Community Organizing: Policy Research: X
Legislative Research: X
Government Relations: Individual Representation:

Other:

### **Academic Majors:**

Law: X

Policy Graduate: X

**Stipend Amount:** 

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: August Spring: November Summer: March

**Application Materials:** Resume, cover letter and writing sample with "Legal Intern" noted.

### **American Enterprise Institute**

1150 17th Street, NW Washington, DC 20036

Phone: 202-862-5800

Fax: 202-562-7178 Website: www.aei.org

Contact Person: Ms. Mary Campbell, Intern Coordinator

**Organization Description:** The American Enterprise Institute is a private, non-partisan research institute dedicated to improvement of government through public policy debate.

**Internship Description:** AEI internships provide students with an opportunity to work with some of America's most renowned scholars, economists, legal scholars, political scientists and foreign policy specialists working on current policy questions.

**Experiences Offered** 

Regulatory Research: X Economic Research: X

Citizen Education: X Lobbying:
Legal Research: X Class Actions:
Community Organizing: Policy Research: X
Legislative Research: X Program Research:

Government Relations: X Individual Representation:

Other:

**Academic Majors:** 

Undergraduates: X Economics: X Law: X Policy Graduate:: X

**Stipend Amount:** 

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: September 15 Spring: December 1 Summer: April 1

**Application Materials:** Students must apply on line at <a href="www.aei.org/internships">www.aei.org/internships</a> and submit cover letter, resume, writing sample and transcript.

## **American Friends Service Committee Washington Office**

1822 R Street NW Washington, DC 20009

Phone: 202-483-3341

Fax: 202-232-3197 Website: www.afsc.org

**Contact Person:** Mr. Chris Parker, Program Assistant

**Organization Description:** The Washington Office of AFSC is tasked to represent the organization in Washington policy making and legislative circles focusing on influencing targeted areas. The office is currently focusing on civil rights and liberties and economic justice in the context of the federal budget and international issues.

**Internship Description:** Interns work four days per week for four months. Tasks include research, attending and reporting on meetings and briefings from colleague organizations, administrative work and assisting visitors to DC.

### **Experiences Offered**

Regulatory Research: X Economic Research: X

Citizen Education: Lobbying: X
Legal Research: Class Actions:
Community Organizing: Policy Research: X
Legislative Research: X
Program Research:

Government Relations: Individual Representation:

Other: Coalition Advocacy Work

**Academic Majors:** Undergraduates: X

Stipend: X Stipend Amount: \$800 month

### **Semesters Available:**

Fall: X Spring: X Summer: X

### **Deadlines:**

Fall: March 19 Spring: November Summer: March

**Application Materials:** Resume and cover letter or email to <u>cipfer@afsc.org</u>

### **American Hellenic Institute**

1220 16th Street NW Washington, DC 20036

Phone: 202-785-8430

Fax: 202-785-5178 Website: www.ahiworld.org

Contact Person: Mrs. Yola Pakhchanian, College Intern Program

**Organization Description:** The American Hellenic Institute is an independent public policy trade association which provides an organization and program for strengthening trade and commerce and related matter between the U.S. and Greece, the U.S. and Cyprus, and within the American Hellenic community.

**Internship Description:** The AHI offers several internship positions during the year. Spring and Fall internships are part time while summer internships are full time.

**Experiences Offered** 

Regulatory Research: Economic Research:

Citizen Education: X Lobbying:
Legal Research: Class Actions:
Community Organizing: Policy Research:
Legislative Research: Program Research:

Government Relations: X Individual Representation:

Other:

**Academic Majors:** Undergraduates: X

Law. X

Policy Graduate: X

**Stipend Amount:** 

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: September 1 Spring: January 1 Summer: May 1

**Application Materials:** Cover letter, resume current transcript,5 page writing sample and two letters of recommendation.

**Additional Information:** Send your application to Mrs. Yola Pakhchanian at AHI/AHIPAC College Intern Program 104 Canfield Hill Drive Gaithersburg, MD 20878-5263. Fax: 301-670-6362. email: AHINET@aol.com

### **American Legislative Exchange Council**

1129 20th Street, NW Suite 500 Washington, DC 20036

Phone: 202-466-3800 Fax: 202-466-3801

Website: www.ALEC.org

**Contact Person:** Internship Program

**Organization Description:** ALEC is the nation's largest bipartisan, individual membership organization of state legislators, with 2400 members throughout the 50 states. ALEC brings the states and nation together through conferences, seminars, publication, and its nine Legislative Task Forces.

**Internship Description:** ALEC seeks about 10-15 interns per semester, including summer. Students working full-time for college credit are preferred but part time hours can be negotiated. A stipend is provided to cover commuting and lunch expenses.

### **Experiences Offered**

Regulatory Research: X Economic Research: X

Citizen Education: Lobbying:
Legal Research: Class Actions:
Community Organizing: Policy Research: X
Legislative Research: X
Program Research:

Government Relations: X Individual Representation:

Other:

**Academic Majors:** Undergraduates: X

Law: X

**Stipend:** X **Stipend Amount:** \$300/mth plus travel

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: August 25 Spring: December 15 Summer: April 1

**Application Materials:** Cover letter, resume (Writing sample if applying for the Legislation and Policy or Public Affairs departments) and application (available on website).

### **American Rights at Work**

1100 17th Street, NW Suite 950 Washington, DC 20036

Phone: 202-822-2127

Fax: Website: www.americanrightsatwork.org

**Contact Person:** Internship Coordinator

**Organization Description:** American Rights at Work is a non-profit educational and advocacy organization dedicated to improving the climate in which workers can exercise their rights in the workplace.

**Internship Description:** Research internships are offered year round.

**Experiences Offered** 

Regulatory Research: X Economic Research: X

Citizen Education: X Lobbying:
Legal Research: X Class Actions:
Community Organizing: Policy Research: X
Legislative Research: Program Research:

Government Relations: Individual Representation:

Other:

**Academic Majors:** 

Undergraduates: X
Law: X

Economics: X
Policy Graduate:: X

**Stipend:** X **Stipend Amount:** \$10.00 hour

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** Fall: Open

Spring: December Summer: March

**Application Materials:** Resume, Cover letter and Writing Sample.

### **American Rivers**

1101 14th Street, NW Suite 1400 Washington, DC 20005

Phone: 202-347-7550

Fax: 202-347-9240 Website: www.amrivers.org

**Contact Person:** Internship Coordinator

**Organization Description:** American Rivers is a national conservation organization which, since 1973, addressed river protection issues across the country. Their mission is to preserve and restore America's river systems and to foster a river stewardship ethic. Their policy work covers nationally significant rivers, hydropower reform, western water issues, endangered species protection, urban rivers and clean water issues.

**Internship Description:** Internships are available in five program areas. Interns work with the communications program, conservation program, development program, finance and administration and legislative policy program.

### **Experiences Offered**

Regulatory Research: X Economic Research: X

Citizen Education:
Legal Research:
Community Organizing: X
Legislative Research: X

Lobbying: X

Class Actions:
Policy Research: X

Program Research:

Government Relations: X Individual Representation:

Other:

### **Academic Majors:**

Undergraduates: X Economics: X Policy Graduate: X

**Stipend:** X **Stipend Amount:** \$1000 for 3 months

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: July 15 Spring: November 15 Summer: April 15

**Application Materials:** Resume, cover letter, writing sample, 3 references and contact for application form.

### **American Society of International Law**

2223 Massachusetts Avenue, NW Washington, DC 20008-2864

Phone: 202-939-6000

Fax: 202-797-7133 Website: www.asil.org

**Contact Person:** Internship Coordinator

**Organization Description:** The American Society publishes four leading periodicals in the field of international law and also serves as the membership organization for lawyers in the field of international law.

**Internship Description:** Internships are available in research, marketing and the library. Positions require a minimum commitment of 15 hours during the fall and spring semesters and 20 hours during the summer.

**Experiences Offered** 

Regulatory Research: Economic Research: X

Citizen Education: Lobbying:
Legal Research: X Class Actions:
Community Organizing: Policy Research:
Legislative Research: X Program Research:

Government Relations: X Individual Representation:

Other:

**Academic Majors:** 

Law: X

**Stipend Amount:** 

### **Semesters Available:**

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: August 1 Spring: December 1 Summer: April 1

**Application Materials:** Cover letter, resume, writing sample and references.

**Additional Information:** See website for additional information

### **American-Arab Anti-Discrimination Committee**

1732 Wisonsin Avenue, NW Suite 300 Washington, DC 20007

Phone: 202-244-2990

Fax: 202-244-3196 Website: www.adc.org

Contact Person: Mr. Marvin Wingfield, Director, Education and Outreaach

**Organization Description:** The American-Arab Anti-Discrimination Committee is an Arab American civil rights organization.

**Internship Description:** Since 1981 over 400 students have participated in the Committees Research Institute Intern Program. The program offers a variety of positions geared to educating students on issues of civil rights, US Middle East Policy and the Arab heritage and empowering them to educate others.

### **Experiences Offered**

Regulatory Research: Economic Research:

Citizen Education: X Lobbying: X
Legal Research: X Class Actions
Community Organizing: X
Legislative Research: X
Program Research:

Government Relations: X Individual Representation:

Other: Educational outreach

### **Academic Majors:**

Undergraduates: X

Law: X

Policy Graduate: X

Other: Journalism, IR, Educ

Stipend: X Stipend Amount: \$1250 undergrad \$2000 grad

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: Open

Spring: January 15 Summer: March 1

**Application Materials:** Application, cover letter, resume, transcript, recommendations

**Additional Information:** Education and Middle Eastern Studies majors are encouraged to apply.

### American-Mideast Educational & Training Services, Inc. AMIDEAST

1730 M Street NW Suite 1100 Washington, DC, 2000

Washington, DC 20036-4505

Phone: 202-776-9600 Fax: 202-776-7000

Website: www.amideast.org

**Contact Person:** Ms Ermena Barclay, Director of Human Resources

**Organization Description:** AMIDEAST is a private nonprofit organization promoting cooperation and understanding between Americans and the people of the Middle East and North Africa through education, information, and development programs.

**Internship Description:** Placements are available according to staff needs-generally 4-6 interns each year. AMIDEAST has interns both during the summer and the academic year.

**Experiences Offered** 

Regulatory Research: Economic Research:

Citizen Education: Lobbying:
Legal Research: Class Actions:
Community Organizing: Policy Research:
Legislative Research: Program Research: X
Government Relations: X
Individual Representation:

Other:

**Academic Majors:** Undergraduates: X

**Stipend Amount:** Usually there is no stipend.

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:**Fall: Open
Spring: Open
Summer: Open

**Application Materials:** Cover letter explaining your personal needs, resume outlining study/work experience, and 2 references.

**Additional Information:** If interested in working in one of the field offices you must contact them directly. For contact information, see their website.

### **Americans for Democratic Action**

1625 K Street NW Suite 210 Washington, DC 20006

Phone: 202-785-5980

Fax: 202-785-5969 Website: www.adaction.org

Contact Person: Ms Valerie Dulk-Jacobs, Assistant to the National Director

**Organization Description:** ADA is the nation's oldest liberal lobbying group, combining lobbying for liberal policies on national, state, and local levels with grassroots organizing.

**Internship Description:** Interns assist with all lobbying, organizing, special projects and daily office management tasks.

### **Experiences Offered**

Regulatory Research: Economic Research: X

Citizen Education: X Lobbying: X
Legal Research: X Class Actions
Community Organizing: X Policy Research: X
Legislative Research: X Program Research:

Government Relations: X Individual Representation:

Other:

**Academic Majors:** 

Undergraduates: X Economics: X Law: X Policy Graduate:: X

### **Stipend Amount:**

### **Semesters Available:**

Fall: X Spring: X Summer: X

### **Deadlines:**

Fall: July

Spring: December Summer: May

**Application Materials:** Resume, short writing sample, cover letter indicating days/hours/weeks available.

Additional Information: email: valeriedi@adaction.org

### **Americans for the Arts**

1000 Vermont Avenue, NW 16th Floor Washington, DC 20005

Phone: 202-371-2830

Fax: Website: www.americansforthearts.org

Contact Person: Mr. Michael Tyburczy, Human Resources Associate

**Organization Description:** Americans for the Arts is the nation's leading nonprofit for advancing the Arts in America. With more than 45 years of service, it is dedicated to representing and serving communities and creating opportunities for Americans to participate in and appreciate all forms of the arts.

**Internship Description:** Internships are available in a variety of areas. Please see their website for specific descriptions.

### **Experiences Offered**

Regulatory Research: Economic Research: X

Citizen Education: X Lobbying: X
Legal Research: Class Actions:
Community Organizing: X
Legislative Research: X
Government Relations: X

Lobbying: X
Class Actions:
Policy Research: X
Program Research: X
Individual Representation:

Other:

### **Academic Majors:**

Undergraduates: X

Law: X

Policy Graduate: X

Stipend: X Stipend Amount: \$500-\$1000

### **Semesters Available:**

Fall: X Spring: X Summer: X

### **Deadlines:**

Fall: July 31

Spring: December 1 Summer: April 1

**Application Materials:** Resume, cover letter and intern application

### **Amnesty International USA**

600 Pennsylvania Avenue, SE 5th Floor Washington, DC 20003

Phone: 202-544-0200

Fax: 202-546-7142 Website: www.amnestyusa.org

**Contact Person:** Ms. Alison Collins, Intern Coordinator

**Organization Description:** Amnesty International is a worldwide human rights nonprofit organization that undertakes research and action focused on preventing and ending grave abuses of the rights to physical and mental integrity, freedom of conscience and expression and freedom from discrimination.

**Internship Description:** Interns work in one of several program areas located in the Washington office. Legislative interns work with staff advocacy directors to influence government policy. Media/public relations interns assist the Communications Department in developing media interest in human rights stories. Interns in the Campaigns area assist the staff in developing educational and action materials that are distributed to groups nationwide.

**Experiences Offered** 

Regulatory Research: Economic Research: X

Citizen Education: X Lobbying: X
Legal Research: X Class Actions
Community Organizing: X Policy Research: X
Legislative Research: X Program Research: X
Government Relations: X Individual Representation:

Other:

**Academic Majors:** 

Undergraduates: X Economics: X Law: X Policy Graduate:: X

Other: all majors accepted

Stipend Amount: commuting costs

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: June 15 Spring: October 15 Summer: March 15

Application Materials: Cover letter, resume and writing sample. (See website for more

information)

### **Antarctica and Southern Oceans Coalition**

1630 Connecticut Avenue, NW 3rd Floor Washington, DC 20009

Phone: 202-234-2480 Fax: 202-387-4823

Website: www.asoc.org

Contact Person: Mr. Jim Barnes, Director

**Organization Description:** The project works to preserve Antarctica by monitoring all activities to ensure minimal environmental impact, and consulting with key users of Antarctica, including scientists, tourists, and governments.

**Internship Description:** Juniors or Seniors in good academic standing who have a strong interest in either the environment or international relations are considered. Internships usually last 1 semester or a summer and are unpaid.

### **Experiences Offered**

Regulatory Research: X Economic Research

Citizen Education: X Lobbying: X
Legal Research: X Class Actions
Community Organizing: Policy Research: X
Legislative Research: X Program Research:

Government Relations: X Individual Representation:

Other: Environmental, International

### **Academic Majors:**

Undergraduates: X

Law: X Policy Graduate: X

Other: All majors welcome

### **Stipend Amount:**

### **Semesters Available:**

Fall: X Spring: X Summer: X

### **Deadlines:**

Fall: Open Spring: Open Summer: Open

Application Materials: Email resume, cover letter and writing sample to secretariat@assoc.org

### **Arab American Institute**

1600 K Street, NW Suite 601 Washington, DC 20006

Phone: 202-429-2910

Fax: 202-429-9214 Website: www.arab-aai.org

Contact Person: Ms. Dianne Davidson, Internship Coordinator

**Organization Description:** The Arab-American Institute was formed in 1985 to represent Arab-American interests in government and politics. The Institute serves as a clearing house for Arab-American participation in national, state and local government and politics. It is also a forum for consensus positions on pressing domestic and foreign policy matters.

**Internship Description:** Interns work on various projects and assignments for the government relations, communications, and community relations departments. Interns must be able to work at six weeks for a minimum of 20 hours per week.

**Experiences Offered** 

Regulatory Research: Economic Research: X

Citizen Education: X Lobbying: X
Legal Research: Class Actions:
Community Organizing: Policy Research: X
Legislative Research: X
Program Research:

Government Relations: X Individual Representation:

Other:

**Academic Majors:** 

Undergraduates: X Economics: X

Policy Graduate: X

**Stipend:** X **Stipend Amount:** 

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: Open Spring: Open Summer: Open

**Application Materials:** Resume, cover letter indicating dates available and references.

### **Asian American Justice Center**

1140 Connecticut Avenue, NW Suite 1200

Washington, DC 20036

Phone: 202-296-2300 Fax: 202-296-2328

Website: www.advancingequality.com

**Contact Person:** Ms. Araathi Deshimnkh, Staff Attorney

**Organization Description:** The AAJC is a non-profit, Non-partisan organization headquartered in Washington, DC. It works to advance the legal and civil rights of the Asian American community through public policy development, public education, advocacy and litigation.

**Internship Description:** The AAJC offers unpaid internships throughout the year for students interested in gaining practical experience. Interns research special projects, work on press releases, attend Congressional hearings, and work with other civil rights organizations to further the organization's goals.

### **Experiences Offered**

Regulatory Research: X Economic Research

Citizen Education: X Lobbying:

Legal Research: X

Community Organizing: X

Legislative Research: X

Government Relations: X

Class Actions:: X

Policy Research: X

Program Research: X

Individual Representation:

Other:

### **Academic Majors:**

Undergraduates: X Law: X

Policy Graduate: X

### **Stipend Stipend Amount:**

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: Rolling Spring: Rolling Summer: Rolling

**Application Materials:** Resume, cover letter, writing sample and transcript.

### **Association of America's Public Television Stations**

666 Eleventh Street, NW Suite 1100 Washington, DC 20036

Phone: 202-887-1700

Fax: Website: www.apts.org

Contact Person: , Intern Coordinator

**Organization Description:** APTS is a non-profit membership organization established in 1980. APTS provides congressional, regulatory, and advocacy on behalf of our nations' public television stations to secure continued development of a strong financial sound public television system for the American public

**Internship Description:** Interns engage in substantive research and writing primarily on pending regulatory issues.

### **Experiences Offered**

Regulatory Research: X Economic Research:

Citizen Education: Lobbying:
Legal Research: X Class Actions:
Community Organizing: Policy Research: X
Legislative Research: X
Program Research:

Government Relations: X Individual Representation:

Other:

### **Academic Majors:**

Law: X

Policy Graduate: X

Stipend

**Stipend Amount:** 

### **Semesters Available:**

Fall Spring Summer: X

### **Deadlines:**

Fall: Spring:

Summer: February

**Application Materials:** Letter, resume, writing sample and transcript

**Additional Information:** email: andrew@apts.org website: http://www.apts.org/

### **Atlantic Council of the United States**

1101 15th Street NW, 11th Floor Washington, DC 20005

Phone: 202-776-4954

Fax: 202-463-7241 Website: www.acus.org

**Contact Person:** Internship Coordinator

**Organization Description:** The Atlantic Council of the United States is a non-profit public policy center that promotes constructive leadership and engagement in international affairs based on the central role of the Atlantic community in meeting the challenges of the 21st century.

**Internship Description:** The Council offers 15-20 volunteer positions each semester. Participate in a variety of activities that support individual programs and divisions including research, writing, event management and project development.

**Experiences Offered** 

Regulatory Research: Economic Research: X

Citizen Education: Lobbying:
Legal Research: Class Actions:
Community Organizing: Policy Research: X
Legislative Research: X
Program Research:

Government Relations: X Individual Representation:

Other:

**Academic Majors:** 

Undergraduates: X Economics: X

Policy Graduate: X

Other: International Affairs

**Stipend Amount:** 

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** Fall: July

Spring: October 15 Summer: March 15

**Application Materials:** Resume, cover letter, transcript and references (two) and a short writing sample. Email all application materials to internships@acus.org

### **Bazelon Center for Mental Health Law**

1101 15th Street NW Suite 1212 Washington, DC 20005-5002

Phone: 202-467-5730

Fax: 202-223-0409 Website: www.bazelon.org

**Contact Person:** Ms. Tammy Seltzer, Director, Internship Program

**Organization Description:** Bazelon Center is the leading national legal advocate for people with mental disabilities. They seek to protect adults and children through civil rights litigation in such areas as housing, employment, juvenile and criminal justice and community support.

**Internship Description:** Interns work closely with senior staff on a wide range of litigation and public policy projects.

**Experiences Offered** 

Regulatory Research: X Economic Research

Citizen Education: X Lobbying:

Legal Research: X
Community Organizing:
Legislative Research: X
Class Actions:: X
Policy Research: X
Program Research:

Government Relations: Individual Representation: X

Other:

**Academic Majors:** 

Law: X

**Stipend Stipend Amount:** 

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** Fall: July 15

Spring: November 15 Summer: October 1

**Application Materials:** Resume, cover letter, transcript and brief writing sample

## Beyond Pesticides/National Coalition Against the Misuse of Pesticides

701 E Street SE Suite 200 Washington, DC 20003

Phone: 202-543-5450

Fax: 202-543-4791 Website: <u>www.beyondpesticides.org</u>

**Contact Person:** Mr Jophn Kepner, Projects Director

**Organization Description:** Beyond Pesticides/NCAMP is a non-profit grassroots organization founded in 1981 and is dedicated to working with allies in leading the transition to a world free of pesticides.

**Internship Description:** Interns will be required to do library research for newsletter articles and other publications, deal with the public on general and specific issues and, attend and report on meetings and hearings.

**Experiences Offered** 

Regulatory Research: X Economic Research: X

Citizen Education: X Lobbying:
Legal Research: Class Actions:
Community Organizing: X Policy Research: X
Legislative Research: X Program Research:

Government Relations: X Individual Representation:

Other:

Academic Majors: Undergraduates: X Policy Graduate: X

**Stipend:** X **Stipend Amount:** \$1,000 month

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: Open Spring: Open Summer: Open

**Application Materials:** Resume, writing sample, and references with cover letter explaining background and pesticides-related interest.

**Additional Information:** Interns should have strong research, writing, and communications skills as well as a desire to work with activists around the country. In order for substantive work to be carried out, applicants should anticipate a minimum of 3 days per week over a two month or longer period. Academic credit is available.

## Brady Center to Prevent Gun Violence, Legal Action Project

1225 Eye Street, NW

**Suite 1100** 

Washington, DC 20005

Phone: 202-289-7319

Fax: 202-898-0059 Website: www.gunlawsuits.org

Contact Person: Mr. Daniel R. Vice, Senior Attorney

**Organization Description:** The Brady Center is the leading national organization to prevent gun violence. It litigates on behalf of individuals and cities in cases where guns have been made, sold or used negligently.

**Internship Description:** Law Clerks provide legal research, writing and litigation assistance to a staff of the Brady Center's attorneys.

**Experiences Offered** 

Regulatory Research: Economic Research:

Citizen Education: Lobbying:
Legal Research: X Class Actions:
Community Organizing: Policy Research: X
Legislative Research: X
Program Research:

Government Relations: Individual Representation: X

Other:

**Academic Majors:** 

Law: X

**Stipend:** X **Stipend Amount:** \$400/week summer-\$250 fall/spr.

## **Semesters Available:**

Fall: X Spring: X Summer: X

## **Deadlines:**

Fall: September Spring: October Summer: February

**Application Materials:** Resume, cover letter, transcript, and writing sample

**Additional Information:** \$400/week summer, \$250/week for fall and spring

#### **British American Security Information Council**

110 Maryland Avenue, NE Suite 205 Washington, DC 20002

Phone: 202-546-8055

Fax: 202-546-8056 Website: www.basicint.org

Contact Person: Chris Lindborg, Internship Coordinator

**Organization Description:** The British American Security Information Council is dedicated to informing the public on issues of policy and security in the post-Cold War world.

**Internship Description:** Interns are actively involved in informing decision makers and the public of these emerging security issues by expert briefings, press conferences, publications. Interns monitor legislation, attend congressional hearings, and have the opportunity to work on substantive projects.

## **Experiences Offered**

Regulatory Research: Economic Research:

Citizen Education: X Lobbying:
Legal Research: Class Actions:
Community Organizing: Policy Research: X
Legislative Research: X
Government Relations: X
Individual Representation:

Other:

## **Academic Majors:**

Undergraduates: X Policy Graduate: X

Other: Computer, Journalism

Stipend: X Stipend Amount: \$350 per month

#### **Semesters Available:**

Fall: X Spring: X Summer: X

## **Deadlines:**

Fall: Rolling Spring: Rolling Summer: Rolling

**Application Materials:** Cover letter, resume, 2 letters of recommendation, writing sample and

transcript.

Additional Information: website: www.basicint.org Email: basicus@basicint.org

## **Campaign for America's Future**

1825 K Street, NW Washington, DC 20036

Phone: 202-955-5665

Fax: Website: www.ourfuture.org

Contact Person: , Internship Coordinator

**Organization Description:** The Campaign for America's Future is a research and action center promoting an agenda to enhance prosperity and opportunity for Americans.

**Internship Description:** CAF welcomes interns year round. Interns work a minimum of 10 hours per week and are paid \$7.00 per hour.

**Experiences Offered** 

Regulatory Research: Economic Research: X

Citizen Education: X Lobbying:
Legal Research: Class Actions:
Community Organizing: Policy Research: X
Legislative Research: Program Research: X
Government Relations: Individual Representation:

Other:

**Academic Majors:** 

Undergraduates: X Economics: X

**Stipend:** X **Stipend Amount:** \$7.00 hour

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: August 15 Spring: November 15 Summer: April 1

**Application Materials:** Resume and Cover letter.

## **Catholic Charities Immigration Legal Services**

924 G. St.

Washington, DC 20001

Phone: 202-772-4300

Fax: Website: www.Catholiccharitiesdc.org

Contact Person: Ms. Caitlin Brazill, Attorney

**Organization Description:** Catholic Charities Immigration Legal Services provides legal services out of five offices in Washington and Maryland. The multi-lingual staff of attorneys provides immigration legal services to clients from around the world.

**Internship Description:** Law student interns work directly with attorneys on a wide range of immigration law cases.

## **Experiences Offered**

Regulatory Research: Economic Research:

Citizen Education: X Lobbying:
Legal Research: X Class Actions:
Community Organizing: Policy Research: X
Legislative Research: X Program Research:

Government Relations: Individual Representation: X

Other:

## **Academic Majors:**

Law: X

#### **Stipend Amount:**

#### **Semesters Available:**

Fall: X Spring: X Summer: X

#### **Deadlines:**

Fall: Rolling Spring: Rolling Summer: Rolling

**Application Materials:** Resume, cover letter, writing sample.

#### Cato Institute

1000 Massachusetts Ave., NW Washington, DC 20001-5403

Phone: 202-842-0200

Fax:

Website: www.cato.org/jobs/intern/inde

Contact Person: Ms. Wendy Purnell, Intern Coordinator

**Organization Description:** The Cato Institute seeks to broaden the parameters of public policy debate to allow consideration of more options consistent with the principals of limited government, individual liberty, and peace.

**Internship Description:** Internship are for undergraduates and recent graduates with a strong commitment to individual liberty, private property, free markets and limited government. Interns perform as research assistants to Cato's policy directors, assist with office administration, attended Cato events, and attend weekly research seminars.

## **Experiences Offered**

Regulatory Research: X Economic Research: X

Citizen Education Lobbying:
Legal Research: Class Actions:
Community Organizing: Policy Research: X
Legislative Research: X
Program Research:

Government Relations: X Individual Representation:

Other:

**Academic Majors:** 

Undergraduates: X Economics: X Law: X Policy Graduate:: X

## **Stipend Amount:**

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** Fall: July 1

Spring: November 1 Summer: March 1

**Application Materials:** Apply on line at www.cato.org/jobs/intern/application.html

#### **Center for National Policy**

1 Massachusetts Avenue, NW-Suite 333

Washington, DC 20001

Phone: 202-682-1800

Fax: 202-682-1818 Website: www.cnponline.org

Contact Person: Ms. Jill Shelly, Office Manger

**Organization Description:** The Center for National Policy is a non-profit, Non-partisan, public policy organization dedicated to engaging our nation's leaders with practical policy solutions to global security issues.

**Internship Description:** The Center offers full-time and part-time unpaid internships to talented students. Interns provide organizational support and research and logistical assistance to CNP Foreign and Domestic Policy Programs.

## **Experiences Offered**

Regulatory Research: X Economic Research: X

Citizen Education:
Legal Research: X
Community Organizing:
Legislative Research: X
Covernment Relations: X
Cobbying:
Class Actions:
Policy Research: X
Program Research: X
Individual Representation:

Other:

# **Academic Majors:**

Undergraduates: X Policy Graduate: X

### Stipend

**Stipend Amount:** 

#### **Semesters Available:**

Fall: X Spring: X Summer: X

# **Deadlines:** Fall: July 15

Spring: November 15 Summer: March 15

**Application Materials:** Resume, cover letter and 2-3 page writing sample. Email

to jshelly@cpnonline.org

## **Center for Arms Control and Non-Proliferation**

22 4th Street, NE Washington, DC 20002

Phone: 202-546-0795

Fax: Website:

**Contact Person:** Ms. Katie Mounts, Internship Coordinator

**Organization Description:** Founded in 1980, the Center was established to educate policymakers, the media and the public about weapons of mass destruction, conventional arms sales, military spending and arms control alternatives. The Center supports various research projects in the arms control arena.

**Internship Description:** Internships are a mixture of substantive and administrative tasks and include attending Congressional hearings, attending meetings of the arms control community, researching pending legislation or maintaining the Center's website.

## **Experiences Offered**

Regulatory Research: Economic Research:

Citizen Education: X Lobbying:
Legal Research: Class Actions:
Community Organizing: Policy Research: X
Legislative Research: X
Government Relations: Individual Representation:

Other:

# **Academic Majors:**

Undergraduates: X

Other: International Affairs

**Stipend:** X **Stipend Amount:** 500 month

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: Rolling Spring: Rolling Summer: Rolling

**Application Materials:** cover letter, resume, writing sample and references.

## **Center for Clean Air Policy**

750 First St. NE, Suite 940 Washington, DC 20002

Phone: 202-624-7709

Fax: 202-508-3829 Website: www.ccap.org

Contact Person: Ms ALexandra Macki, Intern Coordinator

**Organization Description:** In 1985, a group of governors formed the Center for Clean Air Policy for the purpose of developing and promoting innovative policy approaches to dominant state, federal, and international environmental and energy problems.

**Internship Description:** Interns participate in a variety of different research projects and assist in office administration. The amount of research an intern participates in depends on his or her background. The Center will work with students in order to receive college credit. Internships usually follow a semester schedule. Undergraduate internships are unpaid but selected graduate-level students may receive a stipend.

## **Experiences Offered**

Regulatory Research: X Economic Research: X

Citizen Education:
Legal Research:
Community Organizing:
Legislative Research:
Government Relations:

Lobbying:
Class Actions:
Policy Research: X
Program Research: X
Individual Representation:

Other:

# **Academic Majors:**

Undergraduates: X Economics: X Policy Graduate: X Other: Economics

#### **Stipend Amount:**

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: July Spring: December Summer: April

**Application Materials:** Resume, Cover letter, writing sample.

**Additional Information:** Applications should be submitted in July for the fall position, December for the spring, and April for the summer.

## **Center for Defense Information**

1779 Massachusetts Ave NW Washington, DC 20036

Phone: 202-332-0600

Fax: 202-462-4559 Website: www.cdi.org

Contact Person: Ms. Whitney Parker, Communications Director/Intern Coordinator

**Organization Description:** CDI provides accurate and up to date information on military and foreign policy matters for the public, the press, and the government.

**Internship Description:** Interns serve mainly as research, administrative, and TV production associates. Interns work on a full time basis. The Center's facilities permit an average of 12 interns each year. Interns are responsible for their own living arrangements.

#### **Experiences Offered**

Regulatory Research: X Economic Research

Citizen Education: X
Legal Research:
Community Organizing:
Legislative Research: X
Government Relations: X
Lobbying: X
Class Actions:
Policy Research: X
Program Research: X
Individual Representation:

Other:

## **Academic Majors:**

Undergraduates: X Policy Graduate: X Other: Comm., Film

Stipend: X Stipend Amount: \$1000 per month

#### **Semesters Available:**

Fall: X Spring: X Summer: X

## **Deadlines:**

Fall: July 1

Spring: October 1 Summer: March 1

**Application Materials:** Resume, transcript, cover letter, 2 letters of recommendation, and writing sample.

**Additional Information:** Driver's License is required. More information is located at <a href="http://www.cdi.org">http://www.cdi.org</a>

## **Center for Democracy and Technology**

1634 I Street, NW Suite1100 Washington, DC 20006

Phone: 202-637-9800

Fax: 202-637-0968 Website: www.cdt.org

**Contact Person:** Ms. Danielle Wiblemo, Office Administrator

**Organization Description:** CDT is a non-profit civil liberties organization focused on the internet and other technologies and their impact on democracy particularly as they affect civil liberties.

**Internship Description:** See their website for detailed internship information at <a href="www.cdt.org">www.cdt.org</a>. Internships run 10 full weeks during the summer.

## **Experiences Offered**

Regulatory Research: X Economic Research

Citizen Education: X Lobbying: X
Legal Research: X Class Actions
Community Organizing: Policy Poscery

Community Organizing: Policy Research: X
Legislative Research: X
Program Research:

Government Relations: Individual Representation:

Other:

# Academic Majors:

Undergraduates: X

Law: X

## **Stipend Stipend Amount:**

#### **Semesters Available:**

Fall: X Spring: X Summer: X

## **Deadlines:**

Fall: Rolling Spring: Rolling Summer: Rolling

**Application Materials:** Resume and cover letter.

## **Center for Dispute Settlement**

1666 Connecticut Avenue, NW Suite 500 Washington, DC 20009

Phone: 202-265-9572

Fax: Website: www.cdsusa.org

Contact Person: Ms. Hannah Salomon, Program Manager

**Organization Description:** The Center for Dispute Settlement provides conflict resolution and mediation training to schools, organizations and government agencies.

**Internship Description:** Internships are offered on a case by case basis depending on the student's area of interest and the needs of the organization.

## **Experiences Offered**

Regulatory Research: Economic Research:

Citizen Education: Lobbying:
Legal Research: X Class Actions:
Community Organizing: Policy Research: X
Legislative Research: Program Research:

Government Relations: Individual Representation:

Other: Mediation

## **Academic Majors:**

Law: X

## **Stipend Amount:**

#### **Semesters Available:**

Fall: X Spring: X Summer: X

## **Deadlines:**

Fall: Open Spring: Open Summer: Open

**Application Materials:** Resume and cover letter.

## **Center for Education Reform**

4825 Bethesda Avenue

Suite 220

Bethesda, MD 20814

Phone: 301-986-8088

Fax: 301-986-1826 Website: www.edreform.com

Contact Person: Ms. Alison Consoletti, Director of Research

**Organization Description:** The Center for Education Reform is a national non-profit advocacy organization which provides support to individuals and groups working to bring fundamental reforms to their schools.

**Internship Description:** CER provides internships to those interested in supplementing their academic course work, those working in the policy field for academic credit, and graduates who are exploring their options. Each intern learns the business of the Center, provides information and guidance to callers, does research and writes position papers, and provides general assistance in fulfilling the mission of the organization.

## **Experiences Offered**

Regulatory Research: X Economic Research:

Citizen Education: Lobbying:
Legal Research: Class Actions:
Community Organizing: X
Legislative Research: Program Research:

Government Relations: Individual Representation:

Other:

Academic Majors: Undergraduates: X Policy Graduate: X

Other: Communications, Education

Stipend: X Stipend Amount: \$100/week

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: July 31 Spring: November 30 Summer: March 31

**Application Materials:** Cover letter, resume, transcript, and writing sample.

## **Center for Food Safety**

660 Pensylvania Avenue, SE Suite 302 Washington, DC 20003

Phone: 202-547-9359

Fax: 202-547-9429 Website: <u>www.centerforfoodsafety.org</u>

Contact Person: Mr. Joseph Mendelson, Legal Director

**Organization Description:** The Center for Food Safety is a nonprofit, public interest and environmental advocacy organization working to address the impacts of our industrial food production system on human health, animal welfare and the environment. CFS works to achieve its goals through litigation, grassroots campaigns public education and media outreach

**Internship Description:** CFS is seeking highly motivated law clerks to work in a fast paced environment on cutting edge genetic engineering and other food safety issues. Interns attend hearings, agency meetings and press conferences as well as perform legal research and writing.

## **Experiences Offered**

Regulatory Research: X Economic Research

Citizen Education: X Lobbying:
Legal Research: X Class Actions:
Community Organizing: X Policy Research: X
Legislative Research: Program Research:

Government Relations: Individual Representation:

Other:

**Academic Majors:** 

Law: X

Stipend: X Stipend Amount: \$400 week

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: Open Spring: Open Summer: February

**Application Materials:** Resume and cover letter explaining interest in food safety issues.

## Center for Health, Environment and Justice

PO Box 6806

Falls Church, VA 22040-6806

Phone: 703-237-2249

Fax: 703-237-8389 Website: www.chej.org

Contact Person: Ms. Sharon Franklin, Internship Coordinator

**Organization Description:** Center for Health, Environment and Justice is an environmental advocacy and organizing organization.

**Internship Description:** Internships are offered in the following functional areas: Research in Science and Policy, Toxicology, Journalism, Desk Top Publishing, Writing, Membership and Grassroots Organizing.

## **Experiences Offered**

Regulatory Research: Economic Research:

Citizen Education: X Lobbying:
Legal Research: Class Actions:
Community Organizing: X Policy Research: X
Legislative Research: Program Research:

Government Relations: Individual Representation:

Other:

Academic Majors: Undergraduates: X Policy Graduate: X

**Stipend:** X **Stipend Amount:** Travel expenses-limited number

#### **Semesters Available:**

Fall: X Spring: X Summer: X

## **Deadlines:**

Fall: July

Spring: December Summer: March

**Application Materials:** Cover letter and resume

## **Center for International Environmental Law**

1367 Connecticut Ave NW Suite 300 Washington, DC 20036

Phone: 202-785-8700

Fax: 202-785-8701 Website: www.ciel.org

Contact Person: Ms. Lauren Baker, Program Associate

**Organization Description:** CIEL was founded in 1989 to bring the energy and experience of the public interest environmental law movement to the critical task of strengthening and developing international and comparative national law, policy, and management throughout the world.

**Internship Description:** CIEL offers summer internships for law students and semester long clerkships. Programs involved include: Toxic Chemicals, Biological Diversity, Trade and Sustainable Development, Human Rights and Environment, Climate Change and International Financial Institutions.

## **Experiences Offered**

Regulatory Research: X Economic Research: X

Citizen Education: Lobbying:
Legal Research: X Class Actions:
Community Organizing: Policy Research: X
Legislative Research: X Program Research:

Government Relations: X Individual Representation: Other: Aspects of International Environmental Law

## **Academic Majors:**

Law: X

## **Stipend Amount:**

## **Semesters Available:**

Fall: X Spring: X Summer: X

#### **Deadlines:**

Fall: Rolling Spring: Rolling Summer: Rolling

**Application Materials:** Cover letter, resume, writing sample, references.

Additional Information: Another contact person is Ms. Jennifer Federico

## **Center for International Free Expression**

3815 Yuma Street, NW Washington, DC 20016

Phone: 202-745-0300

Fax: Website: www.cifex.org

Contact Person: Ms. Nina Kraut, Director

**Organization Description:** The Center provides organizations (domestic and international), governments and individual with information regarding free speech, freedom of the press and freedom of assembly.

**Internship Description:** Supervised internships involve research and writing on freedom of expression issues.

## **Experiences Offered**

Regulatory Research: Economic Research:

Citizen Education: Lobbying:
Legal Research: X Class Actions:
Community Organizing: Policy Research: X
Legislative Research: Program Research:

Government Relations: Individual Representation: X

Other:

## **Academic Majors:**

Law: X

### Stipend

**Stipend Amount:** 

#### **Semesters Available:**

Fall: X Spring: X Summer: X

#### **Deadlines:**

Fall: June

Spring: November Summer: April

**Application Materials:** Email resume, cover letter and brief writing sample nkraut@cifex.org.

## **Center for International Policy**

1717 Massachusetts Avenue, NW Suite 801 Washington, DC 20036

Phone: 202-232-3317

Fax: 202-232-3440 Website: www.ciponline.org

Contact Person: Ms. Alex Sanchez, Intern Coordinator/Office Manager

**Organization Description:** The Center for International Policy was founded in 1975 to promote a U.S. foreign policy refletive of democratic values. Through research, education and direct public advocacy CIP works to define and put into practice a more sympathetic, farsighted and non-militaristic approach to the developing world.

**Internship Description:** CIP offers up to six unpaid internship positions for students at the post-secondary level. Interns contribute to all areas of the center's work and participate in project related substantive work as well as administrative duties.

## **Experiences Offered**

Regulatory Research: X Economic Research: X

Citizen Education:
Legal Research:
Community Organizing: X
Legislative Research: X
Government Relations: X

Lobbying: X
Class Actions:
Policy Research: X
Program Research: X
Individual Representation:

Other:

Academic Majors: Undergraduates: X Policy Graduate: X

**Stipend Amount:** 

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** Fall: June

Spring: October Summer: March

**Application Materials:** Resume, cover letter and transcript. See website for more information

## **Center for Justice and International Law**

1630 Connecticut Avenue, NW Suite 401 Washington, DC 20009

Phone: 202-319-3000 Fax: 202-319-3019

Website: www.cejil.org

Contact Person: Ms. Daniela Montano, Office Manager

**Organization Description:** CEJIL is a non-governmental, non-profit organization with consultative status before the OAS, the UN and observer status before the African Commission on Human Rights.

**Internship Description:** By the end of a student's legal internship, an intern can expect to possess hands on experience litigating cases before the Inter-American Commission and a realistic understanding of the Inter-American human rights protection system. Internships are available at the Center's offices in Costa Rica, Brazil and Argentina as well as Washington.

## **Experiences Offered**

Regulatory Research: Economic Research:

Citizen Education: Lobbying:
Legal Research: X Class Actions:
Community Organizing: Policy Research: X
Legislative Research: Program Research:

Government Relations: X Individual Representation: X.

Other:

## **Academic Majors:**

Law: X

Policy Graduate : X Other: Human Rights

## **Stipend Amount:**

#### **Semesters Available:**

Fall: X Spring: X Summer: X

# **Deadlines:**

Fall: June

Spring: November Summer: February

**Application Materials:** Cover letter and resume and a writing sample in Spanish.

Center for Law and Social Policy

1015 15th Street, NW Suite 400 Washington, DC 20005

Phone: 202-906-8001

Fax: 202-842-2885 Website: www.clasp.org

Contact Person: Mr. Alan W. Houseman, Executive Director

**Organization Description:** CLASP is a public policy research and advocacy organization located in Washington, DC. CLASP seeks to improve the economic conditions of low- income families with children and to secure access for the poor to our civil justice system.

**Internship Description:** CLASP hires two or more interns for the summer. They research and assist in studies of one or more projects on child support enforcement, welfare reform, workforce development, job creation, disconnected youth, child care and early education, prisoner reentry, and reproductive health issues.

**Experiences Offered** 

Regulatory Research: Economic Research:

Citizen Education: Lobbying: X
Legal Research: X
Community Organizing: Policy Research: X
Legislative Research: X
Program Research:

Government Relations: Individual Representation:

Other:

**Academic Majors:** 

Law: X

Policy Graduate : X

Stipend: X Stipend Amount: \$2800 month

**Semesters Available:** 

Fall Spring Summer: X

**Deadlines:** 

Fall: Spring: Summer: January 31

**Application Materials:** resume, 2 references with addresses & phone nos., writing sample.

Additional Information: email: ahouse@clasp.org

**Center for Policy Alternatives** 

1875 Connecticut Avenue, NW Suite 710 Washington, DC 20009

Phone: 202-387-6030

Fax: Website: www.stateaction.org

Contact Person: Ms. Maureen Campbell, State Action Network Manager

**Organization Description:** Founded in 1976, the Center for Policy Alternatives (CPA) is the nation's leading nonpartisan progressive public policy and leadership development center serving state legislators, state policy organizations, and state grassroots leaders. CPA is a 501(c)(3) nonprofit organization supported by foundations, unions, corporations and individuals.

**Internship Description:** Researching policy issues and key statistics of policy issues for elected leaders and the media; planning meetings and conferences; fund raising; and administrative Support.

**Experiences Offered** 

Regulatory Research: X Economic Research: X

Citizen Education: Lobbying:
Legal Research: Class Actions:
Community Organizing: X
Legislative Research: X
Program Research:

Government Relations: Individual Representation:

Other:

Academic Majors: Undergraduates: X Economics: X Policy Graduate: X

**Stipend Amount:** 

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: September Spring: January Summer: May

**Application Materials:** Cover letter, resume and writing sample.

**Center for Responsive Politics** 

1101 14th Street, NW Suite 1030 Washington, DC 20005

Phone: 202-35400101

Fax: Website: <u>www.opensecrets.org</u>

Contact Person: Ms. Julie Kinzer, Administrative Assistant

**Organization Description:** The Center for Responsive Politics is a non-profit research group that specializes in the study of Congress and the role that money plays in its elections and actions.

**Internship Description:** Internships are available year round. Internships are generally available in the research, communications, or lobbying departments. See their website for specific position descriptions.

**Experiences Offered** 

Regulatory Research: X Economic Research: X

Citizen Education: X Lobbying: X
Legal Research: Class Actions:
Community Organizing: X
Legislative Research: X
Program Research: X

Government Relations: X Individual Representation:

Other:

**Academic Majors:** 

Undergraduates: X Economics: X Law: X Policy Graduate:: X

Stipend: X

**Stipend Amount:** \$1,000 month

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: August 1 Spring: December 1 Summer: March 1

**Application Materials:** Email resume and cover to interns@crp.org

## **Center for Science in the Public Interest**

Suite 300 1875 Connecticut Avenue,NW Washington, DC 20009-5728

Phone: 202-332-9110

Fax: 202-265-4954 Website: <u>www.cspinet.org</u>

Contact Person: Janet Caputo, Human Resource Director

**Organization Description:** CSPI works to evaluate the effects of science and technology on society and to promote national policies responsive to consumers' interests.

**Internship Description:** Interns work in a varieity of areas at CSPI. Among the areas offered in the current year are Nutrition and Public Policy, Nutrition Action Healthletter, Legal Affairs, Alcohol and Public Policy, Food Safety, Marketing, Fund raising, and Communications. Interns are available for undergraduates (in a variety of academic majors), graduate students and law students.

## **Experiences Offered**

Regulatory Research: X Economic Research

Citizen Education: X
Legal Research: X
Community Organizing: X
Legislative Research: X
Program Research: X
Government Relations: X
Individual Representation:

Other:

**Academic Majors:** 

Undergraduates: X Economics: X Law: X Policy Graduate: X

Other: public health

**Stipend:** X **Stipend Amount:** \$7-8.00 per hour

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: Rolling Spring: Rolling Summer: April 1

**Application Materials:** Cover letter, resume, writing sample, references and transcript.

## **Center for Strategic and International Studies**

1800 K Street NW Suite 400 Washington, DC 20006

Phone: 202-887-0200

Fax: 202-775-3199 Website:

**Contact Person:** Internship Coordinator

**Organization Description:** CSIS is a public policy research institute that provides policymakers with a strategic perspective on issues relating to international economics, politics, security, and business.

**Internship Description:** Full and part-time internships are offered in the following areas: International Communications, Business and Economic Policy, Domestic Issues, Political-Military Affairs, and Regional Studies.

## **Experiences Offered**

Regulatory Research: Economic Research: X

Citizen Education: Lobbying:
Legal Research: X Class Actions:
Community Organizing: Policy Research:
Legislative Research: Program Research: X
Government Relations: X Individual Representation:

Other:

**Academic Majors:** 

Undergraduates: X Economics: X

Stipend

**Stipend Amount:** 

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: August 15 Spring: December 1 Summer: March 1

**Application Materials:** Students must apply on line at www.csis.org/about/jobs/interns/

## **Center for Women Policy Studies**

1776 Massachusetts Avenue, NW

Suite 450

Washington, DC 20036

Phone: 202-872-1770

Fax: 202-296-8962 Website: <u>www.centerwomenpolicy.org</u>

Contact Person: Dr. Leslie R. Wolfe, President

**Organization Description:** Multiethnic, feminist policy research and advocacy organization. The Center's central premises are that: all issues affecting women are interrelated; sex, race and class bias throughout society must be addressed; and analyses of the status and needs of women must capture their diversity.

**Internship Description:** Intern's duties include research, writing, administrative, and data entry.

**Experiences Offered** 

Regulatory Research: Economic Research:

Citizen Education: Lobbying:
Legal Research: X Class Actions:
Community Organizing: Policy Research: X
Legislative Research: X
Government Relations: X Individual Representation:

Other:

**Academic Majors:** 

Undergraduates: X Policy Graduate: X

Other: Primarily Graduate Students

**Stipend Amount:** 

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: Open Spring: Open Summer: Open

**Application Materials:** Cover letter and resume.

**Additional Information:** An academic background in Public Policy would be appropriate for this intern program. The deadlines for applications are flexible.

## **Center on Budget and Policy Priorities**

820 First St. NE Suite 510 Washington, DC 20002

Phone: 202-408-1080

Fax: 202-408-1056 Website: www.cbpp.org

Contact Person: Ms. Sarah Farkas, Research Associate

**Organization Description:** The Center is a non-partisan research and policy institute. Their work focuses on policies and programs that affect low and moderate income families.

**Internship Description:** Internships are available throughout the year in all of the center's program areas. These include Federal Legislation, Health Policy, Income Support Policy, Budget and Tax Policy, state fiscal policy and state low-income initiatives. Interns should have research, fact gathering, analytic, and comp skills.

## **Experiences Offered**

Regulatory Research: Economic Research: X

Citizen Education: X Lobbying: X
Legal Research: Class Actions:
Community Organizing: Policy Research: X
Legislative Research: X
Government Relations: X
Individual Representation:

Other:

#### **Academic Majors:**

Undergraduates: X Economics: X Law: X Policy Graduate: X

**Stipend:** X **Stipend Amount:** \$7.50-\$8.25 per hour

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: July 1 Spring: November 6 Summer: March 15

**Application Materials:** Cover letter, resume, transcript and application form (available on website) and name of two references.

Additional Information: More internship information available

at www.cbpp.org/internship.html

## Center on Conscience and War

1830 Connecticut Avenue, NW Washington, DC 20009

Phone: 202-483-2220

Fax: Website: <u>www.centeronconscience.org</u>

Contact Person: J.E. McNeil, Executive Director

**Organization Description:** The Center was founded in 1940 by a group of religious organizations to defend and extend the rights of conscientious objectors. The Center lobbies against the draft and war. It also staffs a GI Rights Hotline informing service people of their rights under military law.

**Internship Description:** Interns are trained to work the GI Rights Hotline and given substantive assignments based on the needs of the organization. These may include counseling on GI Rights, counter recruitment, lobbying and legal research.

## **Experiences Offered**

Regulatory Research: Economic Research:

Citizen Education: X Lobbying: X
Legal Research: X Class Actions
Community Organizing: Policy Research: X
Legislative Research: X Program Research:

Government Relations: Individual Representation:

Other:

# **Academic Majors:**

Undergraduates: X Law: X

Policy Graduate: X

**Stipend:** X **Stipend Amount:** \$210 month

#### **Semesters Available:**

Fall: X Spring: X Summer: X

## **Deadlines:**

Fall: Open Spring: Open Summer: Open

**Application Materials:** Resume, cover letter and short essay on conscientious objection to war.

## **Central American Resource Center**

1460 Columbia Road NW Washington, DC 20009

Phone: 202-328-9799

Fax: Website: www.carecendc.org

Contact Person: Ms. America Calderon, Program Manager

**Organization Description:** The Central American Resource Center is a community based organization that provides legal, education, empowerment and other services to the Latino community.

**Internship Description:** Internships are available in a number of areas including Citizenship and ESL, Voter Registration, Community Education, Outreach, Immigration and Housing.

## **Experiences Offered**

Regulatory Research: Economic Research:

Citizen Education: X Lobbying:
Legal Research: X Class Actions:
Community Organizing: X Policy Research:
Legislative Research: Program Research:

Government Relations: Individual Representation: X

Other:

# **Academic Majors:** Undergraduates: X

Law: X

## **Stipend Amount:**

#### **Semesters Available:**

Fall: X Spring: X Summer: X

#### **Deadlines:**

Fall: July 31

Spring: December 1 Summer: April 1

**Application Materials:** Resume and cover letter

#### **Children's Defense Fund**

25 E Street, NW Washington, DC 20001

Phone: 202-628-8787

Fax: Website: <u>www.childrensdefense.org</u>

Contact Person: Ms. Kanika Magee, Director of Youth Leadership Development

**Organization Description:** The Children's Defense Fund exists to provide a strong and effective voice for all the children of America, who cannot vote, lobby, or speak out for themselves. They pay particular attention to the needs of the poor, minority, and disabled children.

**Internship Description:** Internships exist in a variety of areas at CDF - including development, intergovernmental relations, child welfare and health policy, juvenile justice, media relations, etc.

## **Experiences Offered**

Regulatory Research: Economic Research: X

Citizen Education: X Lobbying:
Legal Research: Class Actions:
Community Organizing: X Policy Research: X
Legislative Research: X Program Research: X
Government Relations: Individual Representation:

Other: Advocacy, Non-profit work.

## **Academic Majors:**

Undergraduates: X
Law: X

Economics: X
Policy Graduate:: X

Other: Social Work

## **Stipend Stipend Amount:**

#### **Semesters Available:**

Fall: X Spring: X Summer: X

## **Deadlines:**

Fall: Rolling Spring: Rolling Summer: Rolling

**Application Materials:** Write for application packet or visit website.

Additional Information: email: edf interns@childrensdefense.org

#### Children's Environmental Health Network

110 Maryland Avenue Suite 505 Washington, DC 20002

Phone: 202-543-4033

Fax: Website: www.cehn.org

**Contact Person:** Ms. Nsedu Witherspoon, Executive Director

**Organization Description:** The mission of the Children's Environmental Health Network is to provide children with a biologically and chemically safe environment.

**Internship Description:** Students have the opportunity to track environmental health legislation, attend Capitol Hill Briefings, write white papers on children's health issues and assist in organizing the environmental health community.

## **Experiences Offered**

Regulatory Research: X Economic Research

Citizen Education: X Lobbying:
Legal Research: Class Actions:
Community Organizing: X Policy Research: X
Legislative Research: Program Research: X
Government Relations: X Individual Representation:

Other:

## **Academic Majors:**

Law: X

Policy Graduate : X

**Stipend:** X **Stipend Amount:** Depends on Funding

#### **Semesters Available:**

Fall: X Spring: X Summer: X

#### **Deadlines:**

Fall: July Spring: Open Summer: April

**Application Materials:** Resume and cover letter

**Children's Law Center** 

901 15th Street, NW

Suite 500

Washington, DC 20005

Phone: 202-467-4900 Fax: 202-467-4949

Website: www.childrenslawcenter.org

Contact Person: Ms. Jennifer DiToro, Legal Director

**Organization Description:** The Children's Law Center represents needy families and children in the areas of abuse and neglect, adoption, custody, and special education. CLC also provides training to attorneys, social workers and parents and works to bring systematic reform in these areas.

**Internship Description:** Internships are offered for law and public policy students. Law students work with staff attorneys on pending cases at the Center. Policy students work in advocacy, legislative research and non-profit administration.

**Experiences Offered** 

Regulatory Research: Economic Research:

Citizen Education: Lobbying: X
Legal Research: X
Community Organizing: X
Legislative Research: X
Policy Research: X
Program Research:

Government Relations: X Individual Representation: X

Other:

**Academic Majors:** 

Undergraduates: X

Law: X

Policy Graduate: X

**Stipend Amount:** 

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: Open Spring: Open Summer: Open

**Application Materials:** Resume, cover letter and references

#### **Citizens Against Government Waste**

1301 Connecticut Avenue, NW Suite 400 Washington, DC 20036

Phone: 202-467-5302

Fax: 202-467-4253 Website: www.cagw.org

Contact Person: Ms. Angela French, Intern Coordinator

**Organization Description:** Citizens Against Government Waste is a non-profit educational and advocacy organization which works to expose wasteful government spending and to enact waste cutting legislation.

**Internship Description:** Internships are available year round on either a full or part-time basis. Positions are available in research, media. grassroots, government relations, membership, health and science policy. Students are expected to write. They will not be filing.

**Experiences Offered** 

Regulatory Research: Economic Research: X

Citizen Education: X Lobbying: X
Legal Research: Class Actions:
Community Organizing: Policy Research: X
Legislative Research: X
Program Research:

Government Relations: X Individual Representation:

Other:

Academic Majors: Undergraduates: X Economics: X Policy Graduate: X

**Stipend Amount:** 

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** Fall: July

Spring: November Summer: April 30

**Application Materials:** Students should forward resume, cover letter and writing sample.

## **Citizens for Global Solutions**

418 7th Street, SE Washington, DC 20003

Phone: 202-546-3950

Fax: Website: www.globalsolutions.org

**Contact Person:** Internship Coordinator

**Organization Description:** Citizens for Global Solutions works towards a future in which nations of the world work together to abolish war, protect rights and freedoms and solve problems facing humanity.

**Internship Description:** Substantive internships are offered to undergraduate and graduates in a number of program areas. Interns attend coalition meetings, meet with Congressional staff, research legislation, and working membership development and advocacy.

## **Experiences Offered**

Regulatory Research: Economic Research:

Citizen Education: X Lobbying: X
Legal Research: X Class Actions
Community Organizing: X Policy Research: X

Legislative Research: X
Government Relations:

Program Research: X
Individual Representation:

Other:

# **Academic Majors:**

Undergraduates: X Policy Graduate: X

Stipend: X Stipend Amount: \$10 day

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: August

Spring: November Summer: April

**Application Materials:** Resume, cover letter and writing sample. Email to

internship@globalsolutions.org

#### Clean Water Network

1200 New York Ave NW Suite 400 Washington, DC 20005

Phone: 202-289-2421

Fax: Website: www.cwn.org

Contact Person: Intern Coordinator

**Organization Description:** The Clean Water Network is a coalition of 1000+ environmental, recreational, farming and religious organizations across the United States that are working to protect and restore waterways.

**Internship Description:** Each semester they offer one internship. This internship is usually both a grassroots organizing and policy research. Some semesters stipends are available.

## **Experiences Offered**

Regulatory Research: X Economic Research

Other:

## **Academic Majors:**

Undergraduates: X Policy Graduate: X Other: Env. Science

## **Stipend Stipend Amount:**

## **Semesters Available:**

Fall: X Spring: X Summer: X

#### **Deadlines:**

Fall: August Spring: January Summer: May

**Application Materials:** Cover letter, resume, 2-4 page writing sample.

#### **Climate Institute**

1785 Massachusetts Avenue, NW Washington, DC 20036

Phone: 202-547-0104

Fax: 202-547-0111 Website: www.climate.org

Contact Person: Mr. John Topping, President

**Organization Description:** The Climate Institute is a 501(c)(3) nonprofit which serves as a bridge between policymakers and scientists around the world and is dedicated to being to being the world's foremost authority on climate change information, science and responses.

**Internship Description:** Interns are given a substantial responsibility in project work. This may involve contributing to the development of a project by drafting funding proposals, compiling information needed for carrying out our programs, providing support materials and providing good and sound counsel.

**Experiences Offered** 

Regulatory Research: Economic Research: X

Citizen Education: Lobbying:
Legal Research: Class Actions:
Community Organizing: Policy Research: X
Legislative Research: X
Program Research:

Government Relations: X Individual Representation:

Other:

**Academic Majors:** Undergraduates: X

Economics: X
Policy Graduate: X

**Stipend Amount:** 

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: Open Spring: Open Summer: Open

**Application Materials:** Resume and cover letter

#### Coalition to Stop Gun Violence

1424 L Street, NW

Suite 2-1

Washington, DC 20005

Phone: 202-408-0061

Fax: 202-408-0062 Website: www.csgv.org

Contact Person: Mr. Ladd Everitt, Intern Coordinator

**Organization Description:** The Coalition to Stop Gun Violence pushes an aggressive agenda to reduce firearm death and injury. CSGV is composed of 45 national organizations working to reduce gun violence.

**Internship Description:** Interns work in all areas of the organization's programs including legislation, litigation, fund raising, research and outreach.

## **Experiences Offered**

Regulatory Research: Economic Research:

Citizen Education: X Lobbying: X Legal Research: X Class Actions

Community Organizing: Policy Research: X
Legislative Research: X
Program Research:

Government Relations: Individual Representation:

Other:

# Academic Majors:

Undergraduates: X

Law: X

Policy Graduate: X

## **Stipend Stipend Amount:**

## **Semesters Available:**

Fall: X Spring: X Summer: X

#### **Deadlines:**

Fall: Rolling Spring: Rolling Summer: Rolling

**Application Materials:** Resume and Cover letter

## **Coastal States Organization**

444 North Capitol Street NW Suite 322 Washington, DC 20001

Phone: 202-508-3860 Fax: 202-508-3342

Website: www.coastalstates.org

**Contact Person:** Internship Coordinator

**Organization Description:** Coastal States Organization is an association of 35 coastal states and territories to promote improved coastal and ocean management.

**Internship Description:** Interns provide the Executive Director and Counsel with summaries, analysis and background on legislation, policies and programs. Internships are for law or graduate students and are primarily project based and depend on the needs of the organization.

#### **Experiences Offered**

Regulatory Research: X Economic Research:

Citizen Education: Lobbying: X
Legal Research: X
Class Actions

Community Organizing: Policy Research: X
Legislative Research: X
Program Research:

Government Relations: X Individual Representation:

Other:

#### **Academic Majors:**

Law: X

Policy Graduate : X

# **Stipend Amount:**

#### **Semesters Available:**

Fall: X Spring: X Summer: X

#### **Deadlines:**

Fall: Open Spring: Open Summer: Open

**Application Materials:** Contact and provide resume and writing sample.

# **Commission on Security and Cooperation in Europe**

234 Ford Building Washington, DC 20515

Phone: 202-225-1901

Fax: 202-226-4199 Website: www.csce.gov

Contact Person: Mr. Daniel Redfield, Intern Coordinator

**Organization Description:** Established by Congress in 1976 as an independent agency of the federal government, the Commission is comprised of members from the House and Senate, and Representatives from the Departments of State, Defense and Commerce.

**Internship Description:** Part-time and full time internships are available. Internship Duties include research on specific Helsinki Act issues, assisting in preparing reports attending hearings and assisting with publications.

**Experiences Offered** 

Regulatory Research: Economic Research: X

Citizen Education: Lobbying:
Legal Research: X Class Actions:
Community Organizing: Policy Research: X
Legislative Research: X Program Research:

Government Relations: X Individual Representation:

Other:

**Academic Majors:** 

Undergraduates: X Economics: X Law: X Policy Graduate:: X

**Stipend Stipend Amount:** 

**Semesters Available:** 

Fall: Spring: X Summer: X

**Deadlines:** Fall: June

Spring: October Summer: March

**Application Materials:** Cover letter, resume, transcript and writing sample.

## **Committee for Economic Development**

200 L Street, NW Suite 700 Washington, DC 20036

Phone: 202-296-5860

Fax: Website: www.ced.org

Contact Person: Ms. Julie Kalisman, Research Associate

**Organization Description:** The Committee for Economic Development is a non-partisan think tank working on domestic and international economic issues.

**Internship Description:** Internships are tailord to the student's interests and the organization's needs. Interns work on research and writing on economic issues.

### **Experiences Offered**

Regulatory Research: Economic Research: X

Citizen Education: Lobbying:
Legal Research: Class Actions:
Community Organizing: Policy Research: X
Legislative Research: Program Research:

Government Relations: Individual Representation:

Other:

# **Academic Majors:**

Undergraduates: X Economics: X Policy Graduate: X

Stipend: X Stipend Amount: \$1,000

#### **Semesters Available:**

Fall: X Spring: X Summer: X

## **Deadlines:**

Fall: Open Spring: Open Summer: Open

**Application Materials:** Cover letter, resume, writing sample and transcript

## **Community Action Partnership**

1140 Connecticut Avenue, NW Washington, DC 20036

Phone: 202-265-7546

Fax: 202-265-7546 Website: <u>www.communityactionpartnership.org</u>

Contact Person: Ms. Linda Goff, Director of Fiscal Management

**Organization Description:** Community Action Partnership is the national association of over 1,000 community action agencies throughout the nation. Community Action is the largest poverty fighting network in the country.

**Internship Description:** Interns assist in updating member agencies on current policy issues impacting their operations. Interns learn extensively about the factors that cause poverty and the programs that address them.

## **Experiences Offered**

Regulatory Research: Economic Research: X

Citizen Education: Lobbying:
Legal Research: Class Actions:
Community Organizing: X
Legislative Research: Program Research: X
Government Relations: Individual Representation:

Other:

# **Academic Majors:**

Undergraduates: X Economics: X

# **Stipend Amount:**

#### **Semesters Available:**

Fall Spring Summer: X

#### **Deadlines:**

Fall: Spring:

Summer: Open

**Application Materials:** Resume and cover letter

## **Community for Creative Non-Violence**

425 Second Street NW Washington, DC 20001

Phone: 202-393-1909

Fax: 202-783-3254 Website: www.erols.com/CCNV

Contact Person: Mr. Mark Raymond, Intern/Volunteer Coordinator

**Organization Description:** CCNV is a multi-service transitional shelter housing over 1400

homeless residents.

**Internship Description:** CCNV is involved in the continuous recruitment of interns, both nationally and internationally. Interns must be al least 19 years old and the minimum internship time is 6 months for the regular program and 3 months for the summer program. This is a non-paid internship.

**Experiences Offered** 

Regulatory Research: X Economic Research: X

Citizen Education: X Lobbying: X
Legal Research: X Class Actions: X
Community Organizing: X Policy Research: X
Legislative Research: X Program Research: X

Government Relations: X Individual Representation: X.

Other: CCNV gives a continuum of care which is inclusive of all programs, policies, and

research areas.

**Academic Majors:** 

Undergraduates: X Economics: X Law: X Policy Graduate:: X

**Stipend** 

**Stipend Amount:** 

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: Open Spring: Open Summer: Open

**Application Materials:** Request a Community Data Sheet and Application.

Additional Information: email: CCNV@erols.com

## **Competitive Enterprise Institute**

1001 Connecticut Avenue, NW Suite 1250 Washington, DC 20036

Phone: 202-331-0640

Fax: 202-331-0640 Website: www.cei.org

**Contact Person:** Intern Coordinator

**Organization Description:** The Competitive Enterprise Institute is a pro-market, public policy group committed to advancing the principles of free enterprise and limited government. CEI utilizes a five-point management approach to affecting public policy: analysis, education, coalition building, advocacy and litigation.

**Internship Description:** Students are assigned to work with one or two policy analysts for the duration of their internship. Interns have the opportunity to research on important policy issues and are expected to have strong writing, research and editing skills. The cover letter should detail what the student wants to gain from an internship at CEI.

**Experiences Offered** 

Regulatory Research: X Economic Research: X

Citizen Education: Lobbying:
Legal Research: X Class Actions:
Community Organizing: Policy Research: X
Legislative Research: X Program Research:

Government Relations: Individual Representation:

Other:

**Academic Majors:** 

Undergraduates: X Economics: X
Law: X Policy Graduate:: X

Stipend: X Stipend Amount: \$30 day

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: July 1 Spring: November 1 Summer: March 1

**Application Materials:** Resume, cover letter and brief writing sample

# **Computer and Communications Industry Association**

666 11th Street NW Suite 600 Washington, DC 20001

Phone: 202-783-0070

Fax: 202-783-0534 Website: www.ccianet.org

Contact Person: Mr. Will Rodger, Director of Public Policy

**Organization Description:** CCIA's mission is to promote open competition in the offering of computer and communications products and services worldwide.

**Internship Description:** In addition to general office duties intern's responsibilities would include policy research, tracking of legislation, and membership correspondence.

## **Experiences Offered**

Regulatory Research: X Economic Research:

Citizen Education:
Legal Research: X
Community Organizing:
Legislative Research: X
Cobbying: X
Class Actions
Policy Research: X
Program Research:

Government Relations: X Individual Representation:

Other:

# **Academic Majors:**

Undergraduates: X

Law: X

Policy Graduate: X

**Stipend:** X **Stipend Amount:** \$500 semester

#### **Semesters Available:**

Fall: X Spring: X Summer: X

## **Deadlines:**

Fall: Open Spring: Open Summer: Open

**Application Materials:** Resume and Cover Letter

**Additional Information:** Other academic programs which would be appropriate for their internship program include Telecommunications and Intellectual Property.

#### **Concerned Women for America**

1015 Fifteenth St., N.W.

**Suite 1100** 

Washington, DC 20005

Phone: 202-488-7000

Fax: 202-488-0806 Website: www.cwfa.org

Contact Person: Valerie Mosher, Assistant to the Executive Director

**Organization Description:** Concerned Women for America is the largest pro-family women's organization in the country. The mission of CWA is to protect and promote Biblical values among all citizens - first through prayer, then education, and finally by influencing society - thereby reversing the decline in moral values in the nation.

**Internship Description:** The internship program allows interns to work in all aspects of the organization from legislative issues, research and publications, radio broadcasts and media relations.

# **Experiences Offered**

Regulatory Research: Economic Research:

Citizen Education: X Lobbying: X
Legal Research: X Class Actions
Community Organizing: Policy Research: X
Legislative Research: X Program Research:

Government Relations: X Individual Representation:

Other:

**Academic Majors:** Undergraduates: X

Law: X

Policy Graduate: X

Stipend: X Stipend Amount: \$125 per week

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** Fall: July

Spring: November Summer: March

**Application Materials:** Application.

# **Congressional Hispanic Caucus Institute**

911 2nd Street, NE Washington, DC 20002

Phone: 202-543-1771

Fax: Website: www.chei.youth.org

Contact Person: Mr. Sergio Ritacco, Program Coordinator

**Organization Description:** The Congressional Hispanic Caucus Institute was established in 1978 to develop the next generation of Hispanic leaders.

**Internship Description:** The Institute offers a nine month Public Policy Fellowship Program which provides for placement with Congressional Offices and public policy organizations and students attend leadership seminars and perform a community service project. Fellows must be graduating with a four year degree within one year of applying for the program.

**Experiences Offered** 

Regulatory Research: X Economic Research: X

Citizen Education:
Legal Research:
Community Organizing: X
Legislative Research: X

Community Organizing: X

Policy Research: X

Program Research:

Government Relations: X Individual Representation:

Other:

**Academic Majors:** Undergraduates: X

**Stipend:** X **Stipend Amount:** \$2,600 month

**Semesters Available:** 

Fall Spring Summer: X

**Deadlines:** 

Fall: Spring:

Summer: January 31

**Application Materials:** Application, letters of recommendation, transcript and essay. Application available on their website.

#### **Congressional Management Foundation**

513 Capitol Court, NE Suite 300 Washington, DC 20002

Phone: 202-546-0100

Fax: 202-547-0936 Website: www.cmfweb.org

Contact Person: Ms Jennifer Ross, Intern Coordinator

**Organization Description:** Nonprofit, nonpartisan organization that provides management training, consulting, and books for Congress.

**Internship Description:** Internships combine substantive project work (often on a publication) with administrative work.

**Experiences Offered** 

Regulatory Research: Economic Research:

Citizen Education: Lobbying:
Legal Research: Class Actions:
Community Organizing: Policy Research:
Legislative Research: X Program Research:

Government Relations: X Individual Representation:

Other: Organizational Development

**Academic Majors:** 

Undergraduates: X Policy Graduate: X

Stipend

**Stipend Amount:** 

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: Rolling Spring: Rolling Summer: March 1

Application Materials: Resume, cover letter, 3-5 page writing sample on any subject.

Applications for summer interns must be submitted by March 1.

**Additional Information:** Small office with seven full time staff members. Interns are not unpaid clerks but a vital part of the team. Applicants accepted from all fields. Generally expect a commitment of eight weeks or more full time, but will accept applicants with different schedules. No stipend but academic credit for the experience is encouraged. www.cmfweb.org

#### **Congressional Sportsmen's Foundation**

110 North Carolina Avenue, SE Washington, DC 20003

Phone: 202-543-6950

Fax: Website: www.sportsmenslink.org

Contact Person: Mr. Gary Kania, Vice President of Policy

**Organization Description:** The Congressional Sportsmen's Foundation serves as the

Sportsmen's link to Congress on issues impacting fish and wildlife.

**Internship Description:** Interns have the opportunity to learn about federal and state issues

impacting sportsmen and fish and wildlife.

**Experiences Offered** 

Regulatory Research: Economic Research:

Citizen Education: Lobbying:
Legal Research: Class Actions:
Community Organizing: Policy Research: X
Legislative Research: X
Government Relations: X
Individual Representation:

Other:

**Academic Majors:** Policy Graduate: X

**Stipend:** X **Stipend Amount:** \$1000 month

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: Open Spring: Open Summer: Open

**Application Materials:** Resume, cover letter, 3 references, writing sample and transcript.

#### **Consumer Electronics Association**

2500 Wilson Boulevard Arlington, VA 22201

Phone: 703-907-7415

Fax: 703-907-7056 Website: www.ce.org

**Contact Person:**, Human Resources Manager

**Organization Description:** The Consumer Electronics Association is a trade association representing manufacturers of electronics products. CEA represents more than 1000 corporate members involved in the design, development, manufacturing and distribution of audio, video, mobile electronics, wireless and landline communications, information technology, multimedia and accessory products, as well as related services that are sold through consumer channels.

## **Internship Description:**

## **Experiences Offered**

Regulatory Research: X Economic Research:

Citizen Education: Lobbying: X Legal Research: X Class Actions

Community Organizing: Policy Research: X
Legislative Research: X
Government Relations: X
Individual Representation:

Other:

# **Academic Majors:**

Undergraduates: X Economics: X

Law: X

**Stipend:** X **Stipend Amount:** Varies

#### **Semesters Available:**

Fall Spring Summer: X

#### **Deadlines:**

Fall: Spring:

Summer: Open

**Application Materials:** Resume and cover. May be emailed to <u>ceajobs@ce.org</u>

## **Container Recycling Institute**

1776 Massachusetts Avenue, NW Suite 800 Washington, DC 20036

Phone: 202-797-6839

Fax: Website:

Contact Person: Ms. Pat Fraulden, Director

**Organization Description:** The Container Recycling Institute serves as a clearing house for information on deposit legislation and other packaging recovery systems. They produce major reports, analyze and critique industry funded reports, and disseminate information to grassroots activists, public interest groups, the media and government agencies.

**Internship Description:** Interns assist in the preparation of research for reports and the analysis of industry studies and publications. Interns also contribute articles for the Institutes newsletter on policy issues.

# **Experiences Offered**

Regulatory Research: X Economic Research

Citizen Education: X Lobbying:
Legal Research: Class Actions:
Community Organizing: Policy Research: X
Legislative Research: X
Program Research:

Government Relations: Individual Representation:

Other:

# Academic Majors:

Undergraduates: X

Law: X

Policy Graduate: X

#### **Stipend Amount:**

#### **Semesters Available:**

Fall: X Spring: X Summer: X

#### **Deadlines:**

Fall: August Spring: January Summer: April

**Application Materials:** Cover letter, resume and references.

#### Council for a Livable World

322 4th Street, NE Washington, DC 20002

Phone: 202-543-4100

Fax: 202-543-6297 Website: www.clw.org

Contact Person: Intern Coordinator

**Organization Description:** The Council was founded in 1962 to combat the menace of nuclear war. Later the Council extended their mission to include other weapons of mass destruction. The Council advocates arms control legislation and functions as the electoral arm of the peace movement.

**Internship Description:** Interns prepare a weekly tape-recorded hotline, attend weekly coalition meetings and network in the arms control community, research and write fact sheets published by the Council and the Council Education Fund, drop off urgent information at Members' offices, and share administrative duties.

# **Experiences Offered**

Regulatory Research: Economic Research:

Citizen Education: X Lobbying: X
Legal Research: Class Actions:
Community Organizing: X
Legislative Research: X
Program Research:

Government Relations: X Individual Representation:

Other:

Academic Majors: Undergraduates: X Policy Graduate: X

**Stipend:** X **Stipend Amount:** \$1000 semester

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: August 15 Spring: December Summer: March

**Application Materials:** Resume, cover letter, brief writing sample, 2 or more references.

#### **Council for the National Interest Foundation**

1250 4th Street, SW Suite WG-1 Washington, DC 20024

Phone: 202-863-2951

Fax: Website: www.cnionline.org

**Contact Person:** Ms. Mary Beth Yttrup, Intern Coordinator

**Organization Description:** CNI advocates a balanced policy towards the Middle East and the Arab-Israeli conflict.

**Internship Description:** Interns work on research and writing projects related to the Middle East. They also attend workshops and seminars and have the chance to focus on one topic over the course of the semester.

#### **Experiences Offered**

Regulatory Research: Economic Research:

Citizen Education: X Lobbying: X Legal Research: Class Actions: Community Organizing: X Policy Research: X Legislative Research: X Program Research: X Government Relations: X Individual Representation:

Other:

# **Academic Majors:**

Undergraduates: X Policy Graduate: X

#### Stipend

**Stipend Amount:** 

#### **Semesters Available:**

Fall: X Spring: X Summer: X

# **Deadlines:** Fall: July

Spring: November

Summer: March

**Application Materials:** Resume and cover letter indicating an interest in the Middle East. Email to marybeth@cnionline.org

# **Council on Hemispheric Affairs**

1250 Connecticut Avenue, NW Washington, DC 20036

Phone: 202-223-4975

Fax: Website: www.coha.org

Contact Person: Mr. Larry Birns, Director

**Organization Description:** COHA is a medium sized think tank dedicated to monitoring U.S. foreign policy and regional economic and political questions in Latin America and Canada.

**Internship Description:** Interns are primarily used to research, write and edit for the Council's publications as well as perform policy review and publish their findings in a variety of media.

**Experiences Offered** 

Regulatory Research: Economic Research: X

Citizen Education: Lobbying:
Legal Research: Class Actions:
Community Organizing: Policy Research: X
Legislative Research: X
Program Research:

Government Relations: Individual Representation:

Other:

**Academic Majors:** Undergraduates: X

**Stipend Amount:** 

## **Semesters Available:**

Fall: X Spring: X Summer: X

#### **Deadlines:**

Fall: Open Spring: Open Summer: Open

**Application Materials:** On line application, Writing sample, Two recommendations

#### DC Action for Children

1616 P Street, NW Suite 420 Washington, DC 20036

Phone: 202-234-9404

Fax: Website: www.dckids.org

Contact Person: Ms. Angela Jones Hackley, Executive Director

Organization Description: DC Action for Children is DC's only non-profit, multi-issue,

advocacy organization dedicated to children and youth.

**Internship Description:** Internships are tailored to the interests and needs of the student. Policy internships may include public education policy, child welfare policy and advocacy.

## **Experiences Offered**

Regulatory Research: X Economic Research

Citizen Education: X
Legal Research: X
Community Organizing:
Legislative Research: X
Program Research: X
Government Relations: X
Individual Representation:

Other:

# **Academic Majors:**

Undergraduates: X Policy Graduate: X

## **Stipend Amount:**

#### **Semesters Available:**

Fall: X Spring: X Summer: X

## **Deadlines:**

Fall: Open Spring: Open Summer: Open

**Application Materials:** Resume and cover letter detailing interests.

# DC Prisoners' Legal Services Project

11 Dupont Circle Suite 400

Washington, DC 20036

Phone: 202-319-1000

Fax: 202-319-1010 Website: www.washlaw.org

Contact Person: Ms Ivy Lange, Internship Coordinator

**Organization Description:** Civil legal services for prisoners. Their emphasis is on conditions of access to health services and alternatives to incarceration.

**Internship Description:** 2-3 interns each semester and summer.

**Experiences Offered** 

Regulatory Research: Economic Research:

Citizen Education: X Lobbying:

Legal Research: X Class Actions:: X
Community Organizing: X
Legislative Research: Program Research:

Government Relations: Individual Representation: X

Other:

**Academic Majors:** 

Undergraduates: X

Law: X

Stipend

**Stipend Amount:** 

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: Open Spring: Open Summer: April

**Application Materials:** Cover Letter, Resume.

Additional Information: email: dcprisonerhelp@rcn.com

#### **Defenders of Wildlife**

1130 17 th Street, NW Washington, DC 20036

Phone: 202-682-9400

Fax: Website: www.defenders.org

**Contact Person:**, Internship Coordinator

**Organization Description:** Defenders of Wildlife is dedicated to the protection of all native wild animals and plants in their natural communities. We focus our efforts on extinction of species and habitat alteration and destruction.

**Internship Description:** Defenders of Wildlife offers internships in its Habitat Conservation, Species Conservation and Legal Divisions. Internships are designed to provide a range of administrative and programmatic experiences on conservation issue of national significance.

## **Experiences Offered**

Regulatory Research: X Economic Research:

Citizen Education: Lobbying:
Legal Research: X Class Actions:
Community Organizing: Policy Research: X
Legislative Research: X Program Research:

Government Relations: X Individual Representation:

Other:

# **Academic Majors:**

Undergraduates: X

Law: X

Policy Graduate: X

# **Stipend Amount:**

#### **Semesters Available:**

Fall: X Spring: X Summer: X

## **Deadlines:**

Fall: Open Spring: Open Summer: Open

**Application Materials:** Cover letter and resume.

#### **Democratic Leadership Council/Progressive Policy Institute**

600 Pennsylvania Avenue SE

Suite 400

Washington, DC 20009

Phone: 202-546-0007

Fax: 202-544-5002 Website: www.ndol.org

**Contact Person:** Intern Coordinator

**Organization Description:** The DLC is an idea center, catalyst, and national voice for a reform movement that is reshaping American politics by moving it beyond the old left- right debate. The mission of PPI is to define and promote a new progressive politics for American in the 21st century.

**Internship Description:** The purpose of DLC's intern program is to provide interns at all stages of their education and with varying interests a well rounded, challenging experience in politics and public policy. Interns work directly with editors performing research, supporting writers and functioning as an editorial assistant.

**Experiences Offered** 

Regulatory Research: Economic Research: X

Citizen Education: X Lobbying:
Legal Research: Class Actions:
Community Organizing: Policy Research: X
Legislative Research: X
Program Research:

Government Relations: X Individual Representation:

Other:

Academic Majors: Undergraduates: X Economics: X Policy Graduate: X

**Stipend Amount:** 

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: Rolling Spring: Rolling Summer: March 1

**Application Materials:** Cover letter, resume, 2-4 page writing sample for policy internships. Visit their web page to apply on line.

#### **Democratic National Committee**

430 South Capitol Street SE Washington, DC 20003

Phone: 202-863-8000

Fax: 202-488-5078 Website:

Contact Person: Ms. Jacqueline Williams, Internship Program

**Organization Description:** DNC plans the party's quadrennial presidential nominating convention; promoted the election of forty candidates with technical and financial support. They also work with national, state, and local party organizations, elected officials, candidates, and constituencies to respond to the needs and views of the Democratic electorate and the nation.

**Internship Description:** Internship program is designed to challenge and reward a select number of students from across the nation. Interns work in various departments of the DNC. Participating departments have designed programs that use the intern's skills.

## **Experiences Offered**

Regulatory Research: X Economic Research: X

Citizen Education: Lobbying: Legal Research: X Class Actions: Community Organizing: X Policy Research: X Legislative Research: X Program Research: X Government Relations: X Individual Representation:

Other:

#### **Academic Majors:**

Undergraduates: X Economics: X Law: X Policy Graduate:: X

Other: Political Science, Business

#### Stipend **Stipend Amount:**

#### **Semesters Available:**

Spring: X Summer: X Fall: X

# **Deadlines:**

Fall: Open

Spring: December 1 Summer: March 15

**Application Materials:** Resume, cover letter, writing sample, letters of recommendation and application on website.

#### **District of Columbia Courts**

500 Indiana Avenue, NW Washington, DC 20001

Phone: 202-879-2887

Fax: 202-879-2889 Website: www.dccourts.gov

Contact Person: Fetneh Fleischmann, Intern/Volunteer Coordinator

**Organization Description:** The District of Columbia Courts consist of the Superior Court and the Court of Appeals. The Court of Appeals reviews decisions of the Superior Court and District of Columbia administrative Agencies.

**Internship Description:** The DC Court's Internship program offers students interested in law, management and social services an opportunity to gain valuable experience in the field of judicial administration. The program places students in their desired area where they gain hands on experience in one of the nation's largest courthouses.

**Experiences Offered** 

Regulatory Research: Economic Research:

Citizen Education: Lobbying:
Legal Research: X Class Actions:
Community Organizing: Policy Research: X
Legislative Research: Program Research:

Government Relations: X Individual Representation:

Other:

**Academic Majors:** Undergraduates: X

Law: X

Policy Graduate: X

**Stipend Amount:** 

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: Open Spring: Open Summer: March

**Application Materials:** Resume, cover letter, references, unofficial transcript and application.

#### **EMILY's List**

1120 Connecticut Avenue, NW Suite 1100 Washington, DC 20036

Phone: 202-326-1400 Fax: 202-326-1415

Fax: 202-326-1415 Website: www.emilyslist.org

**Contact Person:**, Internship Coordinator

**Organization Description:** EMILY's List is a fund raising organization for Pro-Choice Democratic Women running for the House, Senate or for Governor. EMILY's List is an acronym for "Early Money is Like Yeast" because it makes the dough or campaign contributions, rise. It is a full service political organization.

**Internship Description:** EMILY's List offers internships in the following areas: Political, Communications, Development and Research.

**Experiences Offered** 

Regulatory Research: Economic Research:

Citizen Education: Lobbying:
Legal Research: Class Actions:
Community Organizing: X
Legislative Research: X
Program Research:

Government Relations: Individual Representation:

Other:

**Academic Majors:** 

Undergraduates: X Economics: X Law: X Policy Graduate:: X

**Stipend:** X **Stipend Amount**: \$500/month

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: August 7 Spring: December 4 Summer: April 3

**Application Materials:** Application, resume, and personal statement stating why you want to intern at EMILY's List. Application on line.

**Additional Information:** Your personal statement should also indicate what you hope to learn from this internship.

#### **Earth Rights International**

1612 K Street, NW Suite 401 Washington, DC 20006

Phone: 202-466-5188 Fax: 202-466-5189

Website: www.earthrights.org

Contact Person: Ms. Marie Soveroski, Managing Director

**Organization Description:** Earth Rights is an internationally active organization focusing protection of the environment and human rights particularly where those rights are violated by resource exploitation.

**Internship Description:** Two are specific for law students who work during the summer on legal research projects. Undergraduates work on policy and administrative assignments.

## **Experiences Offered**

Regulatory Research: X Economic Research:

Citizen Education: Lobbying:
Legal Research: X Class Actions:
Community Organizing: Policy Research: X
Legislative Research: X Program Research:

Government Relations: Individual Representation:

Other:

# **Academic Majors:**

Undergraduates: X

Law: X

Policy Graduate: X

Other: Non-profit management

#### **Stipend Stipend Amount:**

#### **Semesters Available:**

Fall Spring Summer: X

#### **Deadlines:**

Fall: Spring:

Summer: April

**Application Materials:** Resume, cover letter and writing sample (optional).

#### **Earth Share**

7735 Old Georgetown Road Suite 900 Bethesda, MD 20814

Phone: 202-537-7100

Fax: Website: www.earthshare.org

Contact Person: Intern Coordinator

**Organization Description:** Earth Share represents forty-three national conservation and environmental organizations in an effort to raise funds for organizations work to preserve the environment. The specific focus is to encourage employers to permit workplace payroll deductions for contributions to environmental organizations.

**Internship Description:** Interns would attend charitable campaign fairs and speak with employers as well as other fund raising related tasks. Interns should have an interest in non-profit management, the environment, and fund raising.

# **Experiences Offered**

Regulatory Research: Economic Research:

Citizen Education: X Lobbying:
Legal Research: Class Actions:
Community Organizing: Policy Research:
Legislative Research: Program Research:

Government Relations: Individual Representation:

Other: Non-profit management and fund raising.

# **Academic Majors:** Undergraduates: X

**Stipend** 

**Stipend Amount:** 

**Semesters Available:** 

Fall: X Spring Summer: X

**Deadlines:** 

Fall: August 15 Spring: Summer: June 1

Application Materials: Students should submit resume and cover letter explaining their

interests.

**Additional Information:** Their toll free number is 800-875-3863. website: www.earthshare.org

#### **Earthjustice**

1625 Massachusetts Avenue, NW Suite 702 Washington, DC 20036

Phone: 202-667-4500

Fax: Website: <u>www.earthjustice.org</u>

Contact Person: , Law Clerk Coordinator

**Organization Description:** Earthjustice is the nation's premier non-profit environmental law firm. Earthjustice engages in an active program of environmental litigation and regulatory comment on issue impacting the environment.

**Internship Description:** Interns work closely with attorneys, performing research and writing memoranda for pending cases and assisting with drafting legal briefs and regulatory comments.

# **Experiences Offered**

Regulatory Research: X Economic Research

Citizen Education: X Lobbying:

Legal Research: X
Community Organizing:
Legislative Research: X
Class Actions:: X
Policy Research: X
Program Research:

Government Relations: Individual Representation: X

Other:

#### **Academic Majors:**

Law: X

**Stipend:** X **Stipend Amount:** Varies

#### **Semesters Available:**

Fall: X Spring: X Summer: X

#### **Deadlines:**

Fall: August

Spring: December Summer: January

Application Materials: Resume, cover letter, writing sample, transcript, references.

#### **Electronic Industries Alliance**

2500 Wilson Blvd. Arlington, VA 22201

Phone: 703-907-7596

Fax: 703-907-7966 Website: www.eia.org or www.ce.org

Contact Person: Ms. Maryanne McBride, Manager of Employee Development & Recruitment

Organization Description: The Electronics Industries Alliance is an alliance of electronics trade

associations.

## **Internship Description:**

## **Experiences Offered**

Regulatory Research: X Economic Research:

Citizen Education: Lobbying: X Legal Research: X Class Actions

Community Organizing: Policy Research: X
Legislative Research: X
Government Relations: X
Individual Representation:

Other:

# **Academic Majors:**

Undergraduates: X Economics: X

**Stipend:** X **Stipend Amount:** Not available.

## **Semesters Available:**

Fall Spring Summer: X

#### **Deadlines:**

Fall: Spring:

Summer: Early

**Application Materials:** Contact Maryanne McBride at above address or email:

mmcbride@eia.org

#### **Environment America**

218 D Street, SE 2nd Floor Washington, DC 20003

Phone: 202-683-1250

Fax: Website: <u>www.environmentamerica.org</u>

Contact Person: Mr. Paul Carlson, Internship Coordinator

**Organization Description:** Environment America is a federation of state-based citizen-funded environmental advocacy organizations. Our professional staff in 26 states and Washington, DC combines independent research, practical ideas, and tough-minded advocacy to overcome the opposition of powerful special interests and win results for the environment.

**Internship Description:** Interns work one on one with full time advocates drafting, reports, attending hearings and meeting and researching legislative and regulatory policy. Interns also receive exposure to advocacy and lobbying.

## **Experiences Offered**

Regulatory Research: X Economic Research

Citizen Education: X Lobbying: X
Legal Research: Class Actions:
Community Organizing: Policy Research: X
Legislative Research: X
Program Research:

Government Relations: X Individual Representation:

Other:

# **Academic Majors:**

Undergraduates: X

Law: X

Policy Graduate: X

#### **Stipend Amount:**

#### **Semesters Available:**

Fall: X Spring: X Summer: X

## **Deadlines:**

Fall: Early August Spring: Mid November Summer: Mid-March

**Application Materials:** Resume, Cover Letter and writing sample. Email

to dcinternships@environmentalamerica.org

#### **Environmental Defense Fund**

1875 Connecticut Avenue, NW Suite 600 Washington, DC 20009

Phone: 202-387-3500

Fax: Website:

Contact Person: Mr. Corey Lewis, HR & Intern Administrator

**Organization Description:** EDF was founded in 1967 by scientists concerned about the effects of DDT on the environment. EDF seeks to use an innovative mix of scientists, economists and attorneys to devise practical, economically sustainable solutions to environmental problems.

**Internship Description:** Interns work with environmental professionals in all program areas. Interns must be at the graduate level and play an active role in developing environmental policy.

**Experiences Offered** 

Regulatory Research: X Economic Research: X

Citizen Education: X Lobbying:

Legal Research: X
Community Organizing:
Legislative Research: X
Class Actions:: X
Policy Research: X
Program Research:

Government Relations: X Individual Representation:

Other:

**Academic Majors:** 

Law: X

Policy Graduate: X

**Stipend:** X **Stipend Amount:** 

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: Rolling Spring: Rolling

Summer: January 30

Application Materials: Cover letter, resume and writing sample. See website for specific

positions.

**Environmental Law Institute** 

2000 L Street, NW Suite 620 Washington, DC 20036

Phone: 202-939-3800

Fax: 202-939-3868 Website: www.eli.org

**Contact Person:**, Legal Internship Coordinator

**Organization Description:** The Environmental Law Institute advances environmental protection by improving law, policy, and management. ELI researches pressing problems, educates professionals and citizens about the nature of these issues, and convenes all sectors in forging effective solutions.

**Internship Description:** Interns conduct library and internet research, assist with preparation for environmental training courses, conduct telephone interviews, attend and report on outside events, review and summarize scholarly material, and perform various administrative tasks. There are positions for Research Interns and Legal Interns.

**Experiences Offered** 

Regulatory Research: X Economic Research: X

Citizen Education: X Lobbying:
Legal Research: X Class Actions:
Community Organizing: Policy Research: X
Legislative Research: X
Government Relations: Individual Representation:

Other: Preparing for and attending courses on environmental law

**Academic Majors:** 

Undergraduates: X Economics: X

Law: X

Other: Environmental Science

Stipend Stipend Amount: Small transportation stipend

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: Rolling Spring: Rolling Summer: Rolling

Application Materials: Cover Letter, Resume with overall GPA, 3-5 page analytical writing

sample and application. (on website)

Additional Information: website: www.eli.org

#### **Environmental and Energy Study Institute**

1112 16th Street NW Suite 300 Washington, DC 20036

Phone: 202-628-1400

Fax: 202-628-1825 Website: www.eesi.org

Contact Person: Ms. Deirdre Nicholson, Executive Assistant

**Organization Description:** EESI is a non-profit organization established by Congressional leaders and dedicated to promoting environmentally sustainable societies. EESI believes meeting this goal requires transitions to social and economic patterns that sustain people, the environment and the natural resources upon which present and future generations depend.

**Internship Description:** Interns do the following: Attend hearings and other Congressional meetings and report on proceedings to staff; Share responsibility with staff for administrative work; Compile information for Institute reports, publications, and projects; work on projects related to the work of the particular program.

**Experiences Offered** 

Regulatory Research: Economic Research:

Citizen Education: Lobbying:
Legal Research: Class Actions:
Community Organizing: Policy Research:
Legislative Research: Program Research:

Government Relations: Individual Representation:

Other:

**Academic Majors:** 

Undergraduates: X
Law: X

Economics: X
Policy Graduate:: X

**Stipend Amount:** 

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: Rolling Spring: Rolling Summer: Rolling

**Application Materials:** Resume, Cover Letter, 2-3 page writing sample, the programs you wish to work with in order of preference.

**Equal Rights Center** 

11 Dupont Circle, NW Suite 400 Washington, DC 20036

Phone: 202-234-3062

Fax: Website: <u>www.equalrightscenter.org</u>

Contact Person: Pooja BArishi, Project Assistant

**Organization Description:** The Equal Rights Center is a non-profit civil rights organization dedicated to identifying, challenging and eliminating discrimination in housing, employment, accommodations and education through education, research, testing, counseling, enforcement and advocacy,

**Internship Description:** Interns assist staff with various project including conducting complaint intake, test coordination, and research. Interns also participate in community outreach and education.

# **Experiences Offered**

Regulatory Research: X Economic Research

Citizen Education: X
Legal Research: X
Community Organizing:
Legislative Research:
Government Relations:

Lobbying:
Class Actions:
Policy Research: X
Program Research: X
Individual Representation:

Other:

**Academic Majors:** Undergraduates: X

Law: X

Stipend: X Stipend Amount: \$150 week

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: Early August Spring: November Summer: Early March

**Application Materials:** Resume and cover letter

Families U.S. A.

1201 New York Avenue SUite 1100 Washington, DC 20005

Phone: 202-628-3030

Fax: 202-347-2417 Website: www.familiesusa.org

**Contact Person:** Ms. Melissa Rosenblatt, Internship and Fellowship Program Director

**Organization Description:** families USA is the national health care consumer group fighting for affordable health and long term care.

**Internship Description:** Internships are available in the areas of health policy, media, and website. Media interns work with national and state print and broadcast media on health care stories and assist with press conferences.

**Experiences Offered** 

Regulatory Research: X Economic Research

Citizen Education: X
Legal Research:
Community Organizing:
Legislative Research: X
Government Relations:

Lobbying:
Class Actions:
Policy Research: X
Program Research: X
Individual Representation:

Other:

**Academic Majors:** 

Undergraduates: X Economics: X Law: X Policy Graduate:: X

**Stipend:** X **Stipend Amount:** \$7.00 hour

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** Fall: Rolling

Spring: Rolling Summer: Rolling

**Application Materials:** Email cover letter resume, 3-5 page writing sample and 3 references to internship@familiesusa.org

#### **Farm Animal Reform Movement**

10101 Ashburton Lane Bethesda, MD 20817

Phone: 301-530-1737

Fax: Website: www.farmusa.org

**Organization Description:** ARM as a public interest organization advocating plant-based eating to benefit public health, environmental quality, and animal well-being. They are part of the vegetarian and animal rights movements.

**Internship Description:** Internships require that the candidate stay between 4 weeks and 2 months. Interns learn different aspects of public interest advocacy.

# **Experiences Offered**

Regulatory Research: Economic Research:

Citizen Education: X Lobbying:
Legal Research: Class Actions:
Community Organizing: Policy Research: X
Legislative Research: Program Research: X
Government Relations: X Individual Representation:

Other: Grassroots campaign organizing

# **Academic Majors:**

Policy Graduate: X

Stipend: X

**Stipend Amount:** \$100/wk and R & B

#### **Semesters Available:**

Fall: X Spring: X Summer: X

#### **Deadlines:**

Fall: Open Spring: Open Summer: Open

**Application Materials:** Letter of interest including applicable experience and resume'. Email to staffing@farmusa.org

**Additional Information:** Stipend also includes room and board.

#### Federal Public Defender

625 Indiana Avenue, NW Suite 550 Washington, DC 20004

Phone: 202-208-7500

Fax: 202-208-7515 Website: www.dcfpd.org

Contact Person: Dani Jahn, Assistant Public Defender

**Organization Description:** Agency responsible for representing indigent defendants charged with federal offenses.

**Internship Description:** Internship program for law students on a voluntary basis during the school year and summer.

#### **Experiences Offered**

Regulatory Research: X Economic Research:

Citizen Education: Lobbying:
Legal Research: X Class Actions:
Community Organizing: Policy Research: X
Legislative Research: X
Program Research: X

Government Relations: X Individual Representation: X.

Other: Assist attorneys with trial preparation, factual investigation, client and witness interviews

and document analysis.

#### **Academic Majors:**

Law: X

#### Stipend

**Stipend Amount:** 

#### **Semesters Available:**

Fall: X Spring: X Summer: X

#### **Deadlines:**

Fall: July

Spring: December Summer: February

**Application Materials:** We request students furnish resume, cover letter and writing sample.

Additional Information: Email address: dani john@fd.org

#### **Federation for American Immigration Reform**

1666 Connecticut Avenue, NW Suite 400 Washington, DC 20009

Phone: 202-328-7004

Fax: Website: www.fairus.org

Contact Person: Ms. Ashley Hutto, Intern Coordinator

**Organization Description:** The Federation for American Immigration Reform (FAIR) is a national non-profit, non-partisan membership association working to stop illegal immigration and to reduce most legal immigration to a level consistent with the national interest. (about 300,000/year)

**Internship Description:** AIR's internships are highly responsible full-time positions which require top level research, analytical and communications skills. Students are exposed to a wide range of activities including policy research, lobbying and advocacy.

# **Experiences Offered**

Regulatory Research: X Economic Research: X

Citizen Education: X Lobbying: X
Legal Research: X Class Actions
Community Organizing: X Policy Research: X
Legislative Research: X Program Research: X
Government Relations: X Individual Representation:

Other:

## **Academic Majors:**

Undergraduates: X Economics: X Law: X Policy Graduate:: X

Other: Political Science

Stipend: X Stipend Amount: \$10.00 per hour (varies)

#### **Semesters Available:**

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: August 1 Spring: December 1 Summer: April 1

**Application Materials:** Students should submit resume, cover letter, 3-5 page writing sample, and 2 references.

Additional Information: email: jobs@fairus.org website: www.fairus.org

**Feminist Majority Foundation** 

1600 Wilson Blvd Suite 801 Arlington, VA 22209

Phone: 703-522-2214

Fax: 703-522-2219 Website: www.feminist.org

Contact Person: Ms Wendy Matheny, Intern Coordinator

**Organization Description:** The Feminist Majority is a national nonprofit, women's rights organization working to empower women in all sectors of society. both nationally and globally.

**Internship Description:** Interns work on a variety of projects including: researching women's issues, public policy advocacy, organizing events and demonstrations. Each internship is tailored to meet the needs of the individual student and these students are encouraged to choose projects that best match their interests. The internship is best suited for undergraduates. All majors are encouraged to apply. Applications are accepted on a rotating basis.

**Experiences Offered** 

Regulatory Research: Economic Research:

Citizen Education: X Lobbying: X
Legal Research: Class Actions:
Community Organizing: X Policy Research: X
Legislative Research: X Program Research: X
Government Relations: X Individual Representation:

Other:

**Academic Majors:** 

Undergraduates: X Economics: X

**Stipend Amount:** 

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: July 30 Spring: November 15 Summer: April 15

**Application Materials:** Cover letter and resume.

**Additional Information:** All majors are encouraged to apply. A number of interns have received grants or financial aid from their schools to participate in this intern program. Internships run a minimum of 2 months and are available year round. The deadline is rolling.

Fight Crime: Invest in Kids 1212 New York Ave. NW Suite 300 Washington, DC 20005

Phone:

Fax: 202-776-0110 Website: www.fightcrime.org

**Contact Person:** Intern Coordinator

**Organization Description:** Fight Crime: Invest in Kids is a bipartisan, non-profit child advocacy and crime-prevention organization led by more than 2000 police chiefs, sheriffs prosecutors and victims of violence.

**Internship Description:** Internships are available in policy, research, and media. Interns receive a well-rounded experience and get to how all aspects of a nonprofit operate. Please see <a href="https://www.fightcrime.org">www.fightcrime.org</a> for more details.

### **Experiences Offered**

Regulatory Research: Economic Research:

Citizen Education: X Lobbying: X
Legal Research: Class Actions:
Community Organizing: X
Legislative Research: X
Program Research:

Government Relations: X Individual Representation:

Other:

## **Academic Majors:**

Undergraduates: X Policy Graduate: X

**Stipend:** X **Stipend Amount:** Varies

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: Open Spring: Open Summer: Open

**Application Materials:** Cover Letter, Resume, Brief Writing Sample and application form on website.

### **Foundation on Economic Trends**

4520 East West Highway Suite 600 Bethesda, MD 20814

Phone:

Fax: Website: www.foet.org

**Contact Person:** Ms. Lisa Friedberg, Research Director

**Organization Description:** The Foundation on Economic Trends is a non-profit 501(c) organization whose mission is to examine emerging trends in science and technology and their impact on the economy, the environment and society.

**Internship Description:** Interns work directly with the President and other staff members in researching public policy initiatives, editing print materials, managing data bases and communicating with constituencies.

### **Experiences Offered**

Regulatory Research: X Economic Research: X

Citizen Education:
Legal Research:
Community Organizing:
Legislative Research: X
Government Relations:

Lobbying:
Class Actions:
Policy Research: X
Program Research: X
Individual Representation:

Other:

# **Academic Majors:** Undergraduates: X

Economics: X

### **Stipend Amount:**

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** Fall: July

Spring: November Summer: March

**Application Materials:** Cover letter and resume.

#### Friends of the Earth

1717 Massachusetts Avenue, Suite 600 Washington, DC 20036

Phone: 202-783-7400

Fax: 202-783-0444 Website: www.foe.org

Contact Person: Ms. Lisa Matthes, Internship Coordinator

**Organization Description:** OE-US is a dynamic environmental advocacy organization and a member of Friends of the Earth-International, which is comprised of affiliates in 70 countries.

**Internship Description:** Friends of the Earth offers several internship programs including Grassroots Organizing interns, Program Interns, Economics for the Earth Interns, and Transportation Policy Interns.

### **Experiences Offered**

Regulatory Research: X Economic Research: X

Citizen Education: X Lobbying: X
Legal Research: X Class Actions
Community Organizing: X
Legislative Research: X
Government Relations: X
Individual Representation:

Other:

# **Academic Majors:**

Undergraduates: X Policy Graduate: X

### Stipend Stipend Amount:

#### **Semesters Available:**

Fall: X Spring: X Summer: X

### **Deadlines:**

Fall: Rolling Spring: Rolling Summer: Rolling

**Application Materials:** Resume, Cover Letter, Writing Sample, 3 Reference contacts. See

website

### **Global Rights**

1200 18th Street, NW, Suite 602 Washington, DC 20036

Phone: 202-822-4600

Fax: Website: www.globalrights.org

Contact Person: Ms. Mitzi Bowen, Internship Coordinator

**Organization Description:** Global Rights is a human rights advocacy group that partners with organizations around the world to build capacity for challenging injustice. With offices and staff around the world their programs assist local activists to have a voice in policy discussions, legal forums and in the actions of the international human rights community.

**Internship Description:** Global rights offers internships for law students on a year round basis.

### **Experiences Offered**

Regulatory Research: Economic Research:

Citizen Education:
Legal Research: X
Community Organizing:
Legislative Research:
Government Relations:

Lobbying:
Class Actions:
Policy Research: X
Program Research: X
Individual Representation:

Other:

### **Academic Majors:**

Law: X

### **Stipend Amount:**

#### **Semesters Available:**

Fall: X Spring: X Summer: X

### **Deadlines:**

Fall: August

Spring: November Summer: March

**Application Materials:** Cover letter, resume and writing sample.

### **Government Accountability Project**

1612 K Street NW, Suite 400 Washington, DC 20006

Phone: 202-408-0034

Fax: 202-408-9855 Website:

Contact Person: Mr. Dylan Blaylock, Communications Director

**Organization Description:** Private, non-profit, public interest organization that provides legal representation and advocacy assistance to whistle blowers.

**Internship Description:** GAP provides a unique opportunity for meaningful intern participation. An intern's level of responsibility for a project is defined by his or her own goals, abilities and commitment rather than by any predetermined hierarchy.

### **Experiences Offered**

Regulatory Research: X Economic Research

Citizen Education: X Lobbying: X
Legal Research: X Class Actions
Community Organizing: X
Legislative Research: X Program Research: X

Government Relations: Individual Representation: X.

Other:

# Academic Majors:

Undergraduates: X Law: X

Stipend: X Stipend Amount: \$225 wk-law student

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: Rolling Spring: Rolling Summer: Rolling

**Application Materials:** Cover letter, resume, writing sample.

**Additional Information:** GAP offers undergraduate students in a wide variety or majors the opportunity for an internship in which they can make a meaningful contribution by participating in GAP's substantive work. Undergrads are integrated into all aspects of GAP's work.

**Green Seal** 

1001 Connecticut Avenue, NW Suite 827 Washington, DC 20036

Phone: 202-872-6400

Fax: Website: www.greenseal.org

**Contact Person:** Ms. Charlotte Peyraud, Marketing Assistant

**Organization Description:** Green Seal, founded in 1989, is the premier ecolabel working to help determine what "green" really means. We accomplish this by setting environmental leadership standards, certifying products and services meeting these standards and work with government and organizations in the development of green products.

**Internship Description:** Interns experience what it is like to work for a non-profit program fostering environmental responsibility in all aspects of the market. Internships provide experience in product and market research, evaluation, public relations and marketing, Internships are unpaid but generous opportunities are given to experience Washington's political and cultural setting. Interns work in Science and Standards, Institutional Greening, and Marketing.

**Experiences Offered** 

Regulatory Research: Economic Research:

Citizen Education: X Lobbying:
Legal Research: Class Actions:
Community Organizing: Policy Research: X
Legislative Research: Program Research:

Government Relations: Individual Representation:

Other:

**Academic Majors:** Undergraduates: X

Stipend: X Stipend Amount:

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: Rolling Spring: Rolling Summer: Rolling

**Application Materials:** Resume, Cover letter and writing sample.

HALT, Inc.

1612 K Street NW Suite 510 Washington, DC 20006

Phone: 202-887-8255

Fax: 202-887-9699 Website: <a href="http://www.halt.org">http://www.halt.org</a>

Contact Person: Ms Suzanne Blonder, Associate Counsel

**Organization Description:** HALT is a non-partisan public interest group dedicated to reforming America's civil legal system. HALT has over 5,000 members, who represent a nationwide cross-section of ages, political affiliations, occupations, and income levels.

**Internship Description:** Interns are involved in all aspects of the work and use a variety of skills. They usually choose a large project to work on and one or two smaller projects.

**Experiences Offered** 

Regulatory Research: X Economic Research

Citizen Education: X Lobbying: X Legal Research: X Class Actions

Community Organizing: Policy Research: X
Legislative Research: X
Government Relations: Program Research: X
Individual Representation:

Other:

Academic Majors:

Undergraduates: X

Law: X

Policy Graduate: X

**Stipend:** X **Stipend Amount:** \$300 week Fulltime

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: Open Spring: Open Summer: Open

**Application Materials:** Cover letter, resume, non-legal writing sample.

Additional Information: When sending your cover letter please state how many hours you can commit (minimum of 16), for how long, whether you want school credit, and a brief explanation of your interest in HALT. Website: <a href="http://www.halt.org">http://www.halt.org</a> Email: <a href="halt@halt.org">halt@halt.org</a>

### **Hispanic Council for Reform and Educational Options**

2600 Virginia Avenue, NW, Suite 408 Washington, DC 20037

Phone: 202-625-6777

Fax: Website: www.hcreo.org

Contact Person: Ms. Anna Guarnera, Membership and Communications Coordinator

**Organization Description:** The Hispanic Council for Reform and Educational Options was to address the crisis in Latino Education by empowering Latino families with parental choice in education.

**Internship Description:** Internship with HCREO provide students with an experience in communications, outreach, mass media and the opportunity to develop an understanding of current K-12 education reform issues.

### **Experiences Offered**

Regulatory Research: Economic Research:

Citizen Education: X Lobbying:
Legal Research: Class Actions:
Community Organizing: X Policy Research: X
Legislative Research: X Program Research:

Government Relations: X Individual Representation:

Other:

# Academic Majors:

Undergraduates: X

Other: Education/Education Policy

**Stipend:** X **Stipend Amount:** \$1,250 semester

#### **Semesters Available:**

Fall: X Spring: X Summer: X

### **Deadlines:**

Fall: Open Spring: Open Summer: Open

**Application Materials:** Cover letter, resume, references and writing sample.

### **Hudson Institute**

1015 15th Street NW, 6th Floor Washington, DC 20005

Phone: 202-974-2400

Fax: 202-974-2410 Website: www.hudson.org

Contact Person: , Intern Coordinator

**Organization Description:** The Hudson Institute is a public policy institute which focuses on foreign affairs, defense and economic public policy issues. Researchers at the institute write books and articles on these issues.

**Internship Description:** Interns assist researchers in performing policy research, writing summaries of books and articles and attending seminars on policy issues.

### **Experiences Offered**

Regulatory Research: X Economic Research: X

Citizen Education: Lobbying:
Legal Research: X Class Actions:
Community Organizing: Policy Research: X
Legislative Research: Program Research:

Government Relations: Individual Representation:

Other:

# **Academic Majors:**

Undergraduates: X Economics: X Policy Graduate: X

### **Stipend Amount:**

#### **Semesters Available:**

Fall: X Spring: X Summer: X

### **Deadlines:**

Fall: August Spring: December Summer: May

**Application Materials:** Resume and cover letter.

### **Human Rights Campaign**

1640 Rhode Island Avenue, NW Washington, DC 20005

Phone: 202-628-4160

Fax: Website: www.hrc.org

Contact Person: , Internship Coordinator

**Organization Description:** The Human Rights Campaign is the nation's largest lesbian and gay political organization. HRC lobbies Congress on gay, lesbian, and AIDS issues, educates the public, participates in election campaigns, organized volunteers, and provides expertise at the street and local level.

**Internship Description:** HRC's Academic Internship Program is designed to offer interns the ultimate "Washington experience". Through a semester of practical work experience their goal is to equip interns with the skills needed for future leadership.

### **Experiences Offered**

Regulatory Research: Economic Research:

Citizen Education: X Lobbying: X
Legal Research: X Class Actions
Community Organizing: X Policy Research: X
Legislative Research: X Program Research: X

Government Relations: X Individual Representation: X.

Other: Special Projects

# **Academic Majors:**

Undergraduates: X

Law: X

Policy Graduate: X

**Stipend Amount:** 

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: July 15

Spring: December 1 Summer: April 1

**Application Materials:** Resume and cover letter. Email to <u>intern@hrc.org</u> See website for more

information

### **Indian Law Resource Center**

601 E Street, SE

Washington, DC 20003

Phone: 202-547-2800

Fax: Website: www.indianlaw.org

Contact Person: Ms. Shayda Naficy, Internship Coordinator

**Organization Description:** The Indian Law Resource Center is a non-profit law and advocacy organization established and directed by American Indians who are working to protect their land, resources, human rights, environment and cultural heritage.

Internship Description: The Helena, MT and Washington DC offices employ one or two selffinanced law student interns for legal research and support domestic and international cases involving Indigenous rights.

### **Experiences Offered**

Regulatory Research: Economic Research:

Citizen Education: Lobbying: Legal Research: X Class Actions: Community Organizing: Policy Research: X Legislative Research: Program Research: X Government Relations: Individual Representation:

Other:

### **Academic Majors:** Undergraduates: X

Law: X

Policy Graduate: X

#### Stipend **Stipend Amount:**

#### **Semesters Available:**

Fall: X Spring: X Summer: X

#### **Deadlines:**

Fall: Open Spring: Open Summer: Open

**Application Materials:** Letter of interest, resume, writing sample and intern application. (Available on web site)

### **Institute for Defense Analysis**

4840 Mark Center Drive Alexandria, VA 22311

Phone: 703-845-2174

Fax: Website: www.ida.org

Contact Person: , Internship Coordinator

**Organization Description:** The Institute is a federally funded, non-profit research and development center focusing on defense issues.

**Internship Description:** Graduate level internships are available for 12 weeks during the summer assisting researchers on Department of Defense tasks.

**Experiences Offered** 

Regulatory Research: Economic Research: X

Citizen Education: Lobbying:
Legal Research: Class Actions:
Community Organizing: Policy Research: X
Legislative Research: Program Research:

Government Relations: X Individual Representation:

Other:

**Academic Majors:** Policy Graduate: X

**Stipend:** X **Stipend Amount:** \$15.00 hour

#### **Semesters Available:**

Fall Spring Summer: X

#### **Deadlines:**

Fall: Spring:

Summer: January

**Application Materials:** Resume and cover letter.

### **Institute for Educational Leadership**

Policy Exchange 4455 Connecticut Avenue, Suite 310 Washington, DC 20008

Phone: 202-822-8405 Fax: 202-872-4050

Website: www.policyexchange.iel.org

**Contact Person:** Internship Coordinator

**Organization Description:** The Institute for Educational Leadership, Policy Exchange is a non-profit organization that works to improve policies and outcomes for children and families through seminars and publications for senior staff in Congress and the administration.

**Internship Description:** The Policy Exchange recruits interns year round to help with seminars, publications, and other activities. Interns must work a minimum of two consecutive months and three full days per week. They encourage interns to work full-time. Although the internship is unpaid there is a small travel stipend.

### **Experiences Offered**

Regulatory Research: X Economic Research:

Citizen Education: Lobbying:
Legal Research: Class Actions:
Community Organizing: Policy Research: X
Legislative Research: X
Government Relations: Individual Representation:
Other: Event planning, publications, web page maintenance

# **Academic Majors:**

Undergraduates: X Policy Graduate: X Other: Education

**Stipend:** X **Stipend Amount:** \$50/month

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: Open Spring: Open Summer: Open

**Application Materials:** Cover letter indicating interests and availability, resume, writing sample, and 2 references (academic & professional).

Additional Information: website: www.policyexchange.iel.org

### **Institute for Higher Education Policy**

1320 19th Street, NW, Suite 400 Washington, DC 20036

Phone: 202-861-8223

Fax: Website: www.ihep.org

Contact Person: Ms. Melissa DelRios, Program Manager

**Organization Description:** The Institute for Higher Education Policy is a non-profit, non-partisan organization dedicated to fostering access to and success in higher education through policy research and other activities that influence the policy making process.

**Internship Description:** The Institute offers a research internship focused on data collection and analysis and writing. Intern should have some experience in quantitative research and educational policy.

### **Experiences Offered**

Regulatory Research: X Economic Research: X

Citizen Education: Lobbying:
Legal Research: Class Actions:
Community Organizing: Policy Research: X
Legislative Research: X
Government Relations: X
Individual Representation:

Other:

# **Academic Majors:**

Undergraduates: X Policy Graduate: X

Other: Graduate Education Students

**Stipend:** X **Stipend Amount:** \$2,500 semester

### **Semesters Available:**

Fall: X Spring: X Summer: X

#### **Deadlines:**

Fall: Rolling Spring: Rolling Summer: Rolling

Application Materials: Resume, cover letter, writing sample

### **Institute for Humane Studies**

Koch Summer Fellow Program 3301 North Fairfax Drive, Suite 440 Arlington, VA 22201-4432

Phone: 703-993-4880

Fax: 703-993-4890 Website: www.TheIHS.org/intern

Contact Person: Mr. Scott Barton, Director

**Organization Description:** The Institute for Humane Studies, founded in 1961, is a unique organization that assists undergraduate and graduate students who have a special interest in liberty.

**Internship Description:** Students are placed in an eight week internship with policy organizations following a week long introductory seminar on market-based public policy and policy analysis.

### **Experiences Offered**

Regulatory Research: X Economic Research: X

Citizen Education:
Legal Research:
Community Organizing:
Legislative Research: X
Government Relations:

Lobbying:
Class Actions:
Policy Research: X
Program Research: X
Individual Representation:

Other:

#### **Academic Majors:**

Undergraduates: X
Law: X

Economics: X
Policy Graduate:: X

Other: Recent graduates

**Stipend:** X **Stipend Amount:** \$1,500 plus housing

#### **Semesters Available:**

Fall Spring Summer: X

### **Deadlines:**

Fall: Spring:

Summer: January 31

**Application Materials:** Visit their website and complete on line application.

#### **Institute for Justice**

901 N. Glebe Road, Suite 900 Arlington, VA 22203

Phone: 703-682-9320

Fax: 703-682-9321 Website: www.ij.org

**Contact Person:** Law Clerk/Intern Coordinator

**Organization Description:** The Institute for Justice is a non-profit, public interest law firm. Through strategic litigation, training, communications, and outreach the Institute advances the rule of law under which individuals can control their destinies as free and responsible members of society.

**Internship Description:** Law students who clerk for the Institute principally perform legal research and compile materials for Institute cases.

### **Experiences Offered**

Regulatory Research: Economic Research:

Citizen Education: Lobbying:
Legal Research: X Class Actions:
Community Organizing: Policy Research: X
Legislative Research: X
Program Research:

Government Relations: Individual Representation:

Other:

# **Academic Majors:**

Undergraduates: X Economics: X

Law: X

**Stipend:** X **Stipend Amount:** Limited

### **Semesters Available:**

Fall: X Spring: X Summer: X

#### **Deadlines:**

Fall: Rolling Spring: Rolling

Summer: December 31

**Application Materials:** Resume, cover letter and writing sample.

### **Institute for Local Self-Reliance**

927 15th Street, NW, 4th Floor Washington, DC 20005

Phone: 202-898-1610

Fax: 202-322-1612 Website: www.ilsr.org

Contact Person: Ms. Sarah Gilberg, Intern Coordinator

**Organization Description:** ILSR is a non-profit research and educational organization that works with government agencies, community groups, and businesses to promote environmentally and economically sustainable communities.

**Internship Description:** Internships are offered in the areas of recycling, environmental research and communications.

### **Experiences Offered**

Regulatory Research: X Economic Research: X

Citizen Education: Lobbying:
Legal Research: Class Actions:
Community Organizing: Policy Research: X
Legislative Research: X
Program Research:

Government Relations: X Individual Representation:

Other:

### **Academic Majors:**

Undergraduates: X Economics: X Policy Graduate: X

### Stipend

### **Stipend Amount:**

### **Semesters Available:**

Fall: X Spring: X Summer: X

#### **Deadlines:**

Fall: Open Spring: Open Summer: Open

**Application Materials:** Cover letter, resume and writing sample.

### **Institute for Policy Studies**

1112 16th Street, NW, Suite 600 Washington, DC 20005-2112

Phone: 202-234-9382

Fax: 202-387-7915 Website: www.ips-dc.org

**Contact Person:** Intern Coordinator

**Organization Description:** Progressive public policy research organization.

**Internship Description:** Wide variety of issues and programs available to interns including Bring Pinochet to Justice Project, Global Economy Project, Middle East Project, and the United Nations Project. Check their website for a list of current projects seeking interns.

### **Experiences Offered**

Regulatory Research: Economic Research: X

Citizen Education: X Lobbying:
Legal Research: Class Actions:
Community Organizing: X Policy Research: X
Legislative Research: Program Research:

Government Relations: X Individual Representation:

Other:

### **Academic Majors:**

Undergraduates: X Economics: X Policy Graduate: X

### **Stipend Stipend Amount:**

#### **Semesters Available:**

Fall: X Spring: X Summer: X

### **Deadlines:**

Fall: Rolling Spring: Rolling Summer: Rolling

**Application Materials:** Resume, brief writing sample (no more than 5 pages), application form from IPS. See website for more information.

### **International Campaign for Tibet**

1825 Jefferson Place, NW Washington, DC 20036

Phone: 202-580-6777

Fax: 202-785-4343 Website: www.savetibet.org

Contact Person: Ms, Leslie Butterfield, Program Associate

**Organization Description:** The International Campaign for Tibet is an international human rights organization that works to promote human rights and democratic freedoms for the people of Tibet.

**Internship Description:** Interns gain hands on experience working in the advocacy department.

**Experiences Offered** 

Regulatory Research: Economic Research:

Citizen Education:
Legal Research: X
Community Organizing:
Legislative Research: X
Program Research: X
Government Relations: X
Individual Representation:

Other:

**Academic Majors:** Undergraduates: X

Law: X

**Stipend:** X **Stipend Amount:** \$500-\$1,000 month

#### **Semesters Available:**

Fall: X Spring: X Summer: X

### **Deadlines:**

Fall: August 1

Spring: November 15 Summer: March 1

**Application Materials:** Resume, cover letter, writing sample. See website for more information.

### **International Law Institute**

1055 Thomas Jefferson Street, NW Washington, DC 20007

Phone: 202-247-6006

Fax: 202-247-6010 Website: www.ili.org

Contact Person: Director of Human Resources

**Organization Description:** ILI is an independent, non profit organization founded at Georgetown University in 1955. The ILI offers training seminars in negotiation and development policy for professionals from developing countries.

**Internship Description:** Interns assist in coordination of ILI courses, recruitment of international participants, research and development of new curricula.

### **Experiences Offered**

Regulatory Research: Economic Research:

Citizen Education: Lobbying:
Legal Research: Class Actions:
Community Organizing: Policy Research: X
Legislative Research: Program Research:

Government Relations: X Individual Representation:

Other: Marketing, Development of Training programs, dealing with economic/development

policy.

### **Academic Majors:**

Economics: X

Law: X

Other: polisci/gov't related

### **Stipend Stipend Amount:**

### **Semesters Available:**

Fall: X Spring: X Summer: X

#### **Deadlines:**

Fall: 1 month prior Spring: 1 month prior Summer: 1 month prior

**Application Materials:** Resume and cover letter

Additional Information: Email: abell@ili.org

### **Latino Economic Development Corporation**

2316 18th Street, NW Washington, DC 20009

Phone: 202-588-5102

Fax: Website: www.ledcdc.oorg

Contact Person: Ms. Annie Lord, Director of Development

**Organization Description:** The Latino Economic Development Corporation exists to economically empower Washington area Latinos and other underserved individuals and improve the wealth building capacity of low and moderate income individuals.

**Internship Description:** Internship opportunities exist in fund raising, business development, facade improvement, and affordable housing preservation programs.

### **Experiences Offered**

Regulatory Research: Economic Research: X

Citizen Education: X Lobbying:
Legal Research: Class Actions:
Community Organizing: X Policy Research: X
Legislative Research: Program Research: X
Government Relations: X Individual Representation:

Other:

# **Academic Majors:**

Undergraduates: X Economics: X

### **Stipend Stipend Amount:**

#### **Semesters Available:**

Fall: X Spring: X Summer: X

#### **Deadlines:**

Fall: August

Spring: December Summer: April

**Application Materials:** Resume, cover letter, writing sample and references.

### **Land Trust Alliance**

1319 F Street NW, Suite 501 Washington, DC 20004-1106

Phone: 202-638-4725

Fax: Website: www.lta.org

**Contact Person:** Mr. Russell Shay, Director of Public Policy

**Organization Description:** Association of the 1100 land trusts in the country. These are private conservation groups that protect land and open space.

**Internship Description:** Interns can work with several programs, including policy, or exclusively with policy. Duties include attending hearings, writing analysis, and assisting in grassroots lobbying.

### **Experiences Offered**

Regulatory Research: X Economic Research

Citizen Education: X
Legal Research: X
Community Organizing: X
Legislative Research: X
Government Relations: X
Lobbying: X
Class Actions
Policy Research: X
Program Research: X
Individual Representation:

Other:

# **Academic Majors:**

Undergraduates: X

Law: X

Policy Graduate: X

**Stipend Stipend Amount:** 

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: Open Spring: Open Summer: Open

**Application Materials:** Resume, writing sample, cover letter including reason for pursuing an internship at LTA.

**Additional Information:** Other academic backgrounds that would be appropriate for these internships are planning, and a generalist with excellent writing skills.

### Lawyers' Committee for Civil Rights Under Law

1401 New York Avenue NW, Suite 400 Washington, DC 20005

Phone: 202-662-8600

Fax: 202-783-0857 Website: www.lawyerscommittee.org

Contact Person: Ms Trica Jefferson, Internship Coordinator

**Organization Description:** The Lawyers' Committee is a nonpartisan, nonprofit organization that was formed at the request of President Kennedy to involve the private bar in the provision of legal services to victims of racial discrimination.

**Internship Description:** Law, graduate and undergraduate students work as interns in a specific project area. Most law students draft legal documents, write research memoranda, and conduct factual investigation in ongoing litigation. practices.

### **Experiences Offered**

Regulatory Research: Economic Research:

Citizen Education: X Lobbying:

Legal Research: X
Community Organizing:
Legislative Research:

Class Actions:: X
Policy Research: X
Program Research:

Government Relations: X Individual Representation:

Other:

# Academic Majors:

Undergraduates: X

Law: X

### **Stipend Stipend Amount:**

### **Semesters Available:**

Fall: X Spring: X Summer: X

#### **Deadlines:**

Fall: Rolling Spring: Rolling Summer: Rolling

**Application Materials:** Cover Letter, Resume and Writing Sample.

### **League of Conservation Voters**

1920 L Street NW, Suite 800 Washington, DC 20036

Phone: 202-185-8683 Fax: 202-835-0491

Fax: 202-835-0491 Website: www.lcv.org

Contact Person: Mr. Nat Mund, Internship Coordinator

**Organization Description:** LCV is the bipartisan political arm of the environmental movement. They engage in electoral politics for the purpose of electing pro-environmental candidates to Congress.

**Internship Description:** LCV's interns are involved in a six month paid program. Internships offered include Political Action, Communications, and Grassroots.

### **Experiences Offered**

Regulatory Research: Economic Research:

Citizen Education: X Lobbying: X
Legal Research: Class Actions:
Community Organizing: X
Legislative Research: X
Program Research:

Government Relations: X Individual Representation:

Other:

#### **Academic Majors:**

Undergraduates: X
Law: X

Economics: X
Policy Graduate:: X

Stipend: X

**Stipend Amount:** \$1100 per month.

### **Semesters Available:**

Fall: X Spring: X Summer: X

### **Deadlines:**

Fall: Summer

Spring:

Summer: Early Spring

**Application Materials:** Resume, Cover Letter, short writing sample.

**Additional Information:** Interns have personal contact with the leaders of the environmental community in Washington and across the country. <a href="www.lev.org">www.lev.org</a>

### Legal Aid Society of the District of Columbia

1331 Hth Street NW, Suite 350 Washington, DC 20005

Phone: 202-628-1161

Fax: Website: www.legalaiddc.org

Contact Person: Ms. Jodi Feldman, Intern Program Coordinator

**Organization Description:** The Legal Aid Society provides free legal assistance for indigent clients with civil matters in the areas of family (child custody and support and domestic violence), landlord and tenant and public benefits law.

**Internship Description:** Interns assist attorneys with all aspects of legal representation -- investigation, case development, and hearing and trial preparation.

### **Experiences Offered**

Regulatory Research: Economic Research:

Citizen Education: Lobbying:
Legal Research: X Class Actions:
Community Organizing: Policy Research:
Legislative Research: Program Research: X

Government Relations: Individual Representation: X.

Other:

# **Academic Majors:** Undergraduates: X

Law: X

### **Stipend Amount:**

#### **Semesters Available:**

Fall: X Spring: X Summer: X

### **Deadlines:**

Fall: September 15 Spring: January 15 Summer February 1

**Application Materials:** Resume, writing sample and references

Additional Information: website: www.legalaiddc.org Email: probono@legalaiddc.org

### **Legal Counsel for the Elderly**

601 E Street NW Washington, DC 20049

Phone: 202-434-2171

Fax: 202-434-6464 Website: www.aarp.org/lce

Contact Person: Ms. Amy Mix, Staff Attorney

**Organization Description:** The Legal Counsel for the Elderly provides legal services to low-income and vulnerable older persons in Washington, DC in a wide variety or civil areas. It is a non-profit affiliate of AARP.

**Internship Description:** Interns perform a wide variety of legal intern tasks including interviewing, fact investigation, research, drafting pleadings and documents at all stages of pretrial and trial.

### **Experiences Offered**

Regulatory Research: Economic Research:

Citizen Education: X Lobbying:
Legal Research: X Class Actions:
Community Organizing: X Policy Research:
Legislative Research: X Program Research: X

Government Relations: X Individual Representation: X

Other: Legal Delivery Systems - Pro Bono, Hotlines, Volunteers, staff attorneys.

### **Academic Majors:**

Law: X

### Stipend Stipend Amount:

#### **Semesters Available:**

Fall: X Spring: X Summer: X

#### **Deadlines:**

Fall: Open Spring: Open Summer: Open

**Application Materials:** Resume, references, and writing sample.

### **Media Access Project**

1625 K Street NW, Suite 1000 Washington, DC 20006

Phone:

Fax: 202-466-7656 Website:

Contact Person: Mr. Paul Desai, Associate Director

**Organization Description:** Media Access Project is a nonprofit, public interest law firm practicing telecommunications law and policy to promote the public's right to hear and be heard over the electronic media of today and tomorrow.

**Internship Description:** MAP has internships for law students only. Interns gain experience in MAP's areas of practice through hands-on, direct responsibility. They gain a wide variety of research and writing skills.

### **Experiences Offered**

Regulatory Research: X Economic Research:

Citizen Education: Lobbying:
Legal Research: X Class Actions:
Community Organizing: Policy Research: X
Legislative Research: X Program Research:

Government Relations: Individual Representation:

Other: Appellate and impact litigation, administrative law practice

### **Academic Majors:**

Law: X

**Stipend Amount:** 

**Semesters Available:** 

Fall: X Spring: X Summer

**Deadlines:** Fall: July 1

Spring: November 1 Summer: February 1

**Application Materials:** Cover letter and resume.

**Additional Information:** In cover letter please include a description of your law school's policy on for-credit externships.

#### Media Research Center

325 S. Patrick Street Alexandria, VA 22314

Phone: 703-683-9733

Fax: 703-683-9736 Website: www.mrc.org

**Contact Person:** Ms. Anne Ellerbrock, Intern Coordinator

**Organization Description:** Media Research Center is a conservative media warchdog group which monitors leftist bias in the news media. Their departments include New Analysis Division, Cybercast News Service, Free Market Project, Marketing and Development. Each Department assigns specific duties to their interns.

**Internship Description:** The Media Research Center internships are designed for students interested in studying the media's impact on American Society. Interns should be knowledgeable about conservative political issues, the news industry and possess strong writing skills.

### **Experiences Offered**

Regulatory Research: X Economic Research: X

Citizen Education: X Lobbying:
Legal Research: Class Actions:
Community Organizing: Policy Research: X
Legislative Research: Program Research: X
Government Relations: Individual Representation:

Other:

### **Academic Majors:**

Undergraduates: X Economics: X Policy Graduate: X

Other: Journalism/Marketing

Stipend: X Stipend Amount:

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: August 15 Spring: January 1 Summer: April 15

**Application Materials:** Cover letter, resume and 2-3 brief writing samples.

### **Metropolitan Washington Council of Governments**

777 North Capitol Street NE, Suite 300 Washington, DC 20002

Phone: 202-962-3241

Fax: Website: www.mwcog.org

Contact Person: Ms Larissa Williams, Human Resources

**Organization Description:** COG is the regional organization of the DC area's major local governments and their governing officials.

**Internship Description:** Full time and Part time internships are available. MWCG offers a formal summer program, fall and spring internships are available depending on project funding and need.

### **Experiences Offered**

Regulatory Research: Economic Research:

Citizen Education: Lobbying:
Legal Research: Class Actions:
Community Organizing: X
Legislative Research: Program Research: X
Government Relations: X
Individual Representation:

Other:

Academic Majors: Undergraduates: X Policy Graduate: X

**Stipend:** X **Stipend Amount:** Varies

**Semesters Available:** 

Fall Spring Summer: X

**Deadlines:** 

Fall: Open Spring: Open Summer: April 30

**Application Materials:** Required application for summer must be submitted by April 30. Call Employment Opportunities Hotline(202/962-3397) for available intern positions.

### Migrant Legal Action Program, Inc.

1001 Connecticut Avenue, Suite 915 Washington, DC 20036

Phone: 202-775-7780

Fax: Website: www.mlap.org

**Contact Person:** Executive Director

**Organization Description:** MLAP is a national support and advocacy center which provides representation to indigent migrant and seasonal farmworkers nationwide. MLAP works on a variety of issues concerning farmworkers' working and living conditions.

**Internship Description:** Each law clerk works directly with an individual staff attorney on that attorney's caseload, undertaking research, writing, and other assistance. A clerk will assist with federal and state litigation, research memoranda, etc.

### **Experiences Offered**

Regulatory Research: X Economic Research:

Citizen Education:
Legal Research: X
Community Organizing:
Legislative Research: X
Covernment Relations:
Lobbying:
Class Actions:
Policy Research: X
Program Research: X
Individual Representation:

Other:

### **Academic Majors:**

Law: X

### **Stipend Amount:**

#### **Semesters Available:**

Fall: X Spring: X Summer: X

#### **Deadlines:**

Fall: September 10 Spring: December 10 Summer: October 31

**Application Materials:** Cover letter, resume, and writing sample.

### **NARAL Pro-Choice America**

1156 15th Street NW, Suite 700 Washington, DC 20005

Phone: 202-973-3058

Fax: 202-973-2058 Website: www.prochoiceamerica.org

Contact Person: Ms. Kimberly Robinson, Human Resources Director

**Organization Description:** NARAL is a non-profit, pro-choice, reproductive rights organization with a staff of 75 including attorneys and lobbyists who provide legal service and information to NARAL's national office and 25 state affiliates.

**Internship Description:** An intern's duties include assisting with membership projects, researching state legislation, and summarizing abortion rights legislation.

### **Experiences Offered**

Regulatory Research: Economic Research:

Citizen Education: X Lobbying: X
Legal Research: X Class Actions
Community Organizing: Policy Research:
Legislative Research: X Program Research:

Government Relations: X Individual Representation:

Other:

# **Academic Majors:**

Undergraduates: X

Law: X

Policy Graduate: X

**Stipend:** X **Stipend Amount:** \$6.15 hour/\$11.00 law student

#### **Semesters Available:**

Fall: X Spring: X Summer: X

#### **Deadlines:**

Fall: Open Spring: Open Summer: Open

**Application Materials:** Resume and cover letter. Email to resumes@prochoiceamerica.org

### **National Abortion Federation**

1755 Massachusetts Avenue NW, Suite 600 Washington, DC 20036

Phone: 202-667-5881

Fax: 202-667-5890 Website: www.prochoice.org

Contact Person: Ms. Kristin Harrison, Federal Policy Director

**Organization Description:** The National Abortion Federation is the national association of abortion providers working to preserve and enhance the quality and accessibility of abortion services.

**Internship Description:** Their public policy interns work with the Federal Government Relations Director, State Policy Director or the legal department to help promote the truth about abortion in Congress and with the general public.

### **Experiences Offered**

Regulatory Research: Economic Research:

Citizen Education: X Lobbying: X Legal Research: X Class Actions

Community Organizing: Policy Research: X
Legislative Research: X
Government Relations: X
Individual Representation:

Other: an interest in reproductive rights

# **Academic Majors:**

Undergraduates: X

Law: X

Policy Graduate: X

**Stipend:** X **Stipend Amount:** \$1333.00 for 10 weeks

### **Semesters Available:**

Fall: X Spring: X Summer: X

### **Deadlines:**

Fall: Rolling Spring: Rolling Summer: April

**Application Materials:** Resume, cover letter and writing sample.

### **National Alliance of State and Territorial AIDS Directors**

444 North Capitol Street, NW, Suite 339 Washington, DC 20001

Phone: 202-434-8090

Fax: Website: www.nastad.org

**Contact Person:** Ms. Kelly Campaign, Operations Manager

**Organization Description:** The National Alliance of State and Territorial AIDS Directors (NASTAD) represents the nation's chief state health agency staff who have responsibility for H IV/AIDS services.

**Internship Description:** Internships are available in three primary program areas: Global Programs, Domestic Programs and Government Relations.

### **Experiences Offered**

Regulatory Research: Economic Research:

Citizen Education:
Legal Research:
Community Organizing:
Legislative Research:
Covernment Relations: X

Class Actions:
Policy Research: X
Program Research: X
Individual Representation:

Other: Health Care Advocacy

# **Academic Majors:**

Undergraduates: X Policy Graduate: X

Stipend: X Stipend Amount: \$12.00 Hour

#### **Semesters Available:**

Fall: X Spring: X Summer: X

#### **Deadlines:**

Fall: Open Spring: Open Summer: Open

**Application Materials:** Resume, cover letter and writing sample.

### **National Alliance on Mental Illness (NAMI)**

Colonial Place Three 2107 Wilson Boulevard-Suite 300 Arlington, VA 22201

Phone: 703-524-7600

Fax: 703-524-9094 Website: www.nami.org

Contact Person: Manager, Human Resources

**Organization Description:** NAMI is a grassroots organization of families and consumers dedicated to self-help, support, education, and advocacy to improve the lives of people with severe mental illness.

**Internship Description:** Legal interns work closely with staff attorneys who are among the most experienced in the country in advocacy for the mentally ill.

**Experiences Offered** 

Regulatory Research: X Economic Research:

Citizen Education: Lobbying:

Legal Research: X
Community Organizing:
Legislative Research: X
Class Actions:: X
Policy Research:
Program Research:

Government Relations: X Individual Representation:

Other:

### **Academic Majors:**

Law: X

### **Stipend Stipend Amount:**

#### **Semesters Available:**

Fall: X Spring: X Summer: X

### **Deadlines:**

Fall: Open Spring: Open Summer: Open

**Application Materials:** Contact for application

### **National Alliance to End Homelessness**

1518 K Street NW, Suite 410 Washington, DC 20005

Phone: 202-638-1526

Fax: Website: www.endhomelessness.org

Contact Person: Mr. Churchill Gibson, Executive Director

**Organization Description:** The National Alliance to End Homelessness is a non-partisan, non-profit oranization committed to preventing and ending homelessness in the United States.

**Internship Description:** The Alliance offers public policy internships on a year round basis.

**Experiences Offered** 

Regulatory Research: Economic Research:

Citizen Education: Lobbying:
Legal Research: Class Actions:
Community Organizing: Policy Research: X
Legislative Research: Program Research: X
Government Relations: Individual Representation:

Other:

**Academic Majors:** Undergraduates: X

**Stipend Amount:** 

#### **Semesters Available:**

Fall: X Spring: X Summer: X

### **Deadlines:**

Fall: Rolling Spring: Rolling Summer: Rolling

**Application Materials:** Cover letter and resume.

## **National Assembly of Health and Human Services Organization**

1319 F Street, NW, Suite 601 Washington, DC 20004

Phone: 202-347-2080

Fax: Website:

Contact Person: Mr. Irv Katz, President

**Organization Description:** The National Assembly is an association of national voluntary health and human services organizations that elevate the human condition by identifying needs, providing services and spurring community action to empower people to achieve their full potential.

**Internship Description:** Internships are offered on an informal basis on either a full or parttime basis. Interns work on a wide range of public policy issues impacting non-profit organizations, the human services industry and the children and families they serve.

#### **Experiences Offered**

Regulatory Research: Economic Research:

Citizen Education: Lobbying:
Legal Research: Class Actions:
Community Organizing: Policy Research: X
Legislative Research: X
Government Relations: X
Individual Representation:

Other:

Academic Majors: Undergraduates: X Policy Graduate: X

**Stipend Amount:** Possible

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:**Fall: Open
Spring: Open
Summer: Open

**Application Materials:** Resume, cover letter, writing sample and references.

#### **National Association of Attorneys General (NAAG)**

2030 M Street, NW-8th Floor Washington, DC 20036

Phone: 262-434-8000

Fax: Website:

**Contact Person:** Ms Christine Cambell, Human Resources

**Organization Description:** NAAG helps Attorneys General fulfill the responsibilities of their office and assists in the delivery of high quality legal services to the states and territorial jurisdictions.

**Internship Description:** Interns serve as staff assistants to individual attorneys on staff. Hiring is strictly on an as-needed basis.

## **Experiences Offered**

Regulatory Research: Economic Research:

Citizen Education:
Legal Research: X
Community Organizing:
Legislative Research: X
Government Relations: X

Lobbying: X
Class Actions
Policy Research: X
Program Research: X
Individual Representation:

Other:

#### **Academic Majors:**

Law: X

Policy Graduate: X

**Stipend:** X **Stipend Amount:** Limited number of paid spots.

## **Semesters Available:**

Fall: X Spring: X Summer: X

## **Deadlines:**

Fall: Open Spring: Open Summer: Open

**Application Materials:** Cover letter, resume, writing sample, references.

#### **National Association of Broadcasters**

1771 N. Street, NW Washington, DC 20036

Phone: 202-429-5430

Fax: 202-775-3526 Website: www.nab.org

Contact Person: Ms. Ann Bobexk, Assistant General Counsel

**Organization Description:** The National Association of Broadcasters is a non-profit trade association that advocates on behalf of the more than 8,000 free local radio and television stations before Congress, the FCC and the Courts.

**Internship Description:** NAB offers unpaid internships during the academic year and a limited number of paid positions during the summer.

## **Experiences Offered**

Regulatory Research: X Economic Research: X

Citizen Education: X Lobbying: X
Legal Research: X Class Actions: X
Community Organizing: X Policy Research: X
Legislative Research: X Program Research:

Government Relations: Individual Representation: X

Other:

#### **Academic Majors:**

Law: X

Stipend: X

Stipend Amount: \$2,500.00 summer only

#### **Semesters Available:**

Fall: X Spring: X Summer: X

## **Deadlines:**

Fall: June 1

Spring: December 2 Summer: March 1

**Application Materials:** Resume, cover letter and short writing sample.

## **National Association of Criminal Defense Lawyers**

1150 18th Street, NW, Suite 950 Washington, DC 20036

Phone: 202-872-8688

Fax: Website: www.nacdl.org

Contact Person: Ms. Cecilia Hannon,

**Organization Description:** NACDL is the pre-eminent organization in the United States dedicated to ensuring justice and due process for persons accused of a crime. NACDL is a professional bar association with 9000 direct members and 22,000 affiliate members.

**Internship Description:** Interns work on legislative projects, write Op-Ed pieces for the public press, and copy edit NACDL's flagship magazine.

## **Experiences Offered**

Regulatory Research: Economic Research:

Citizen Education:
Legal Research: X
Community Organizing:
Legislative Research: X
Lobbying: X
Class Actions
Policy Research:
Program Research:

Government Relations: X Individual Representation:

Other: Journalism. Writing.

## **Academic Majors:**

Undergraduates: X

**Stipend:** X **Stipend Amount:** Varies

#### **Semesters Available:**

Fall: X Spring: X Summer: X

Law: X

## **Deadlines:**

Fall: August Spring: February Summer: May

**Application Materials:** Resume, 1 or 2 writing samples which demonstrate analytical skills and

creativity.

**Additional Information:** Stipend amount varies according to position.

#### **National Association of Manufacturers**

1331 Pennsylvania Avenue NW Washington, DC 20004

Phone: 202-637-3016

Fax: Website:

Contact Person: Ms Adrianne Swales, Director of Human Resources

**Organization Description:** The NAM is a broad-based national business group representing Manufacturers, advocating a pro-growth, pro-manufacturing agenda.

**Internship Description:** The NAM offers challenging and interesting positions that will complement your educational background in economics, international affairs, political science or public policy. Positions are available year-round, accommodating summer, fall and spring semester programs.

## **Experiences Offered**

Regulatory Research: X Economic Research: X

Citizen Education: Lobbying: X
Legal Research: X
Community Organizing: X
Legislative Research: X
Government Relations: X
Lobbying: X
Class Actions
Policy Research: X
Program Research: X
Individual Representation:

Other:

# **Academic Majors:** Policy Graduate: X

Stipend: X

**Stipend Amount:** Varies

### **Semesters Available:**

Fall: X Spring: X Summer: X

#### **Deadlines:**

Fall: Open Spring: Open Summer: Open

Application Materials: Resume, cover letter and writing sample email to <u>aswales@nam.org</u>

## National Association of State Alcohol and Drug Abuse Directors, Inc.

1025 Connecticut Avenue, NW, Suite 605

Washington, DC 20006

Phone: 202-293-0090

Fax: 202-293-1250 Website: www.nasadad.org

Contact Person: Mr. Robert Morrison, Public Policy Director

**Organization Description:** Our organization is a nonprofit association representing the State Alcohol and Drug Abuse Agencies. They track federal legislation and regulations and represent the State Directors in meetings with Congressional staff, federal agencies, and other nonprofit groups.

**Internship Description:** Interns work with the Public Policy Director in performing the tasks listed above. Interns write summaries of legislation and other issues, attend meetings with Congressional staff, cover Congressional hearings, and provide office support.

## **Experiences Offered**

Regulatory Research: X Economic Research:

Citizen Education: Lobbying:
Legal Research: Class Actions:
Community Organizing: Policy Research: X
Legislative Research: X
Program Research:

Government Relations: X Individual Representation:

Other:

## **Academic Majors:**

Undergraduates: X

Law: X

Policy Graduate: X

**Stipend:** X **Stipend Amount:** depending on funding

#### **Semesters Available:**

Fall: X Spring: X Summer: X

## **Deadlines:**

Fall: August 15 Spring: December 1 Summer: May 1

**Application Materials:** Resume, cover letter, statement of interest.

National Association of the Deaf Law and Advocacy Center 8620 Fenton Street

Silver Spring, MD 20910

Phone: 301-587-7730

Fax: Website: www.nad.org

Contact Person: Mr Marc Charmatz, Director

**Organization Description:** The Law Center of the National Association of the Deaf provides legal advice-representation to deaf and hard of hearing people who have been discriminated against on the basis of their disability.

**Internship Description:** Students assist in representation of clients in civil rights cases, provide technical assistance and learn about federal disability rights law.

**Experiences Offered** 

Regulatory Research: Economic Research:

Citizen Education: X Lobbying:

Legal Research: X Class Actions:: X Community Organizing: Policy Research: Legislative Research: Program Research:

Government Relations: Individual Representation: X

Other:

**Academic Majors:** 

Law: X

Stipend

**Stipend Amount:** 

### **Semesters Available:**

Fall: X Spring: X Summer: X

#### **Deadlines:**

Fall: Open Spring: Open Summer: Open

**Application Materials:** Letter of interest and resume.

Additional Information: website: http://www.nad.org Email: NADlaw@nad.org

## **National Audubon Society**

1150 Connecticut Avenue NW Washington, DC 20036

Phone: 202-861-2242

Fax: 202-861-4290 Website: www.audubon.org

Contact Person: Mr. Eddie Flaherty, Policy Internship Coordinator

**Organization Description:** The mission of the National Audubon Society is to conserve and restore natural ecosystems, focusing on birds and other wildlife for the benefit of humanity and the earth's biological diversity.

**Internship Description:** The Society relies upon interns on a consistent basis in order to help fulfill its mission.

## **Experiences Offered**

Regulatory Research: X Economic Research

Citizen Education: X
Legal Research:
Community Organizing: X
Legislative Research: X
Government Relations: X

Lobbying: X
Class Actions:
Policy Research: X
Program Research: X
Individual Representation:

Other: Media Relations, Citizen Science Projects

#### **Academic Majors:**

Undergraduates: X Law: X

Policy Graduate: X

Other: Communications, English, Nat. Science

## **Stipend Amount:**

#### **Semesters Available:**

Fall: X Spring: X Summer: X

#### **Deadlines:**

Fall: Open Spring: Open Summer: Open

**Application Materials:** Cover letter outlining future aspirations, resume, 3-5 page writing

sample.

Additional Information: website: www.audubon.org

## **National Center for Policy Analysis**

601 Pennsylvania Avenue, NW Suite 900, South Building Washington, DC 20004

Phone: 202-220-3082

Fax: 202-220-3096 Website: www.NCPA.org

**Contact Person:** Mr. Brian Williams, Legislative Director

**Organization Description:** The National Center of Policy Analysis is a Washington, DC Hill and Press Liaison for a Dallas based think tank which seeks innovative private sector solutions to public policy problems.

**Internship Description:** Interns participate in policy research for NCPA publications, attend and help in Hill events, press conferences, and write and public policy Op-eds.

#### **Experiences Offered**

Regulatory Research: X Economic Research: X

Citizen Education: Lobbying:
Legal Research: Class Actions:
Community Organizing: Policy Research: X
Legislative Research: X
Government Relations: X
Individual Representation:

Other:

## **Academic Majors:**

Undergraduates: X Economics: X Policy Graduate: X

**Stipend:** X **Stipend Amount:** \$10/hour

### **Semesters Available:**

Fall: X Spring: X Summer: X

#### **Deadlines:**

Fall: July

Spring: December Summer: March

**Application Materials:** Cover letter and resume

## **National Coalition Against Domestic Violence**

1633 Q Street, NW, Suite 210 Washington, DC 20009

Phone: 202-745-1211

Fax: 202-745-0088 Website: www.ncadv.org

Contact Person: Ms. Anna Ottman, Policy Intern Coordinator

**Organization Description:** NCADV is a national grassroots advocacy organization that represents battered women, domestic violence programs and state coalitions in its DC public policy office.

**Internship Description:** Interns participate in lobby visits and strategy sessions with other national advocates, draft letters and alerts, attend hearings and press conferences, monitor and analyze legislation, and respond to technical assistance requests.

## **Experiences Offered**

Regulatory Research: X Economic Research

Citizen Education: X
Legal Research: X
Community Organizing: X
Legislative Research: X
Government Relations: X
Lobbying: X
Class Actions
Policy Research: X
Program Research: X
Individual Representation:

Other:

## **Academic Majors:**

Undergraduates: X

Law: X

Policy Graduate: X

Stipend: X Stipend Amount: \$80.00 week

### **Semesters Available:**

Fall: X Spring: X Summer: X

#### **Deadlines:**

Fall: Open Spring: Open Summer: Open

**Application Materials:** Cover letter, resume, brief writing sample, and 2 references.

#### **National Coalition for the Homeless**

1012 14th Street, NW, Suite 600 Washington, DC 20005-3471

Phone: 202-737-6444

Fax: 202-737-6445 Website: <u>www.nationalhomeless.org</u>

Contact Person: Mr. Michael Stoops, Intern Coordinator

**Organization Description:** The National Coalition for the Homeless is the nation's largest and oldest organization advocating on behalf of people who experience homelessness in the United States. The Coalition concentrates in efforts in four program areas: Housing, Universal Health Care, Living Wages and Civil Rights.

**Internship Description:** Interns work in all four program areas under the supervision of professional staff. Duties include tracking legislation, performing research for Coalition Publications, coordinating efforts with local organizations and writing for the Coalition's newsletter.

**Experiences Offered** 

Regulatory Research: Economic Research: X

Citizen Education: X Lobbying:
Legal Research: X Class Actions:
Community Organizing: X Policy Research: X
Legislative Research: X Program Research: X
Government Relations: Individual Representation:

Other:

**Academic Majors:** 

Undergraduates: X Law: X

Policy Graduate: X Other: Journalism

**Stipend Amount:** 

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:**Fall: Open
Spring: Open

Spring: Open Summer: Open

**Application Materials:** Cover letter and resume.

Additional Information: Email: mstoops@nationalhomeless.org

## **National Committee for Responsive Philanthropy**

2001 S. Street NW Suite 620 Washington, DC 20009

Phone: 202-387-9177

Fax: Website: www.ncrp.org

**Contact Person:** Internship Coordinator

**Organization Description:** NCRP aims to make philanthropy-foundations, corporations, United Ways-more accountable to disenfranchised people. NCRP was formed to speak for non-tradtional non-profit organizations in their calls for greater openness, accountability and responsiveness in giving.

**Internship Description:** Interns assist NCRP in many ways, from Lobbying Congress to activating media, researching at the Library of Congress and through telephone and mail surveys, writing articles for the organizations newsletter and many other things. The organization usually has 2-3 interns at any one time.

## **Experiences Offered**

Regulatory Research: Economic Research:

Citizen Education: X Lobbying: X
Legal Research: Class Actions:
Community Organizing: X
Legislative Research: X
Government Relations: X
Lobbying: X
Class Actions:
Policy Research:
Program Research: X
Individual Representation:

Other:

**Academic Majors:** Policy Graduate: X

Stipend: X Stipend Amount: \$11.00 hour

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: Rolling Spring: Rolling Summer: Rolling

**Application Materials:** Resume, cover letter and 3 references.

## **National Council for Adoption**

225 N. Washington St. Alexandria, VA 22314

Phone: 703-299-6633

Fax: 703-299-6004 Website: www.ncfa-usa.org

**Contact Person:** Intern Coordinator

**Organization Description:** NCFA is a non-profit organization dedicated to promoting sound and ethical adoption policies and practices on the state, national and international level.

**Internship Description:** NCFA's internship program usually focuses interns on a single project while also assisting with ongoing staff projects.

## **Experiences Offered**

Regulatory Research: Economic Research:

Citizen Education: X Lobbying:

Legal Research: X
Community Organizing: X
Legislative Research: X

Class Actions:: X
Policy Research: X
Program Research:

Government Relations: X Individual Representation:

Other:

## **Academic Majors:**

Undergraduates: X

Law: X

Policy Graduate: X

#### **Stipend Amount:**

#### **Semesters Available:**

Fall: X Spring: X Summer: X

#### **Deadlines:**

Fall: August 1 Spring: December 1 Summer: May 1

**Application Materials:** Resume, letter of interest/intent, and writing sample.

#### **National Council for Advanced Manufacturing**

2000 L Street, NW, Suite 807 Washingon, DC 20036

Phone: 202-429-2220

Fax: 202-429-2422 Website: www.nacfam.org

**Contact Person:** Internship Coordinator

**Organization Description:** NACFAM is a nonprofit, nonpartisan nationwide coalition of organizations committed to enhancing competitiveness of U.S. manufacturing.

**Internship Description:** Interns track legislation, track recent and developing public policies, and give support for administration and the newsletter.

**Experiences Offered** 

Regulatory Research: Economic Research: X

Citizen Education: Lobbying:
Legal Research: Class Actions:
Community Organizing: Policy Research: X
Legislative Research: X
Program Research:

Government Relations: X Individual Representation:

Other:

Academic Majors: Undergraduates: X Economics: X

Stipend: X Stipend Amount: \$100 per week

#### **Semesters Available:**

Fall: X Spring: X Summer: X

## **Deadlines:**

Fall: July

Spring: December Summer: April

**Application Materials:** Resume, Writing Sample, Recommendation letters with phone numbers.

## **National Council on Aging**

1901 L Street, NW, 4th Floor Washington, DC 20036

Phone: 202-479-1200 Fax: 2020479-0735

Fax: 2020479-0735 Website: www.ncoa.org

Contact Person: Mr. Howard Bedlin, Vice President, Public Policy and Advocacy

**Organization Description:** Founded in 1950, the national Council on Aging is a non-profit organization with 3,700 members and a national network of some 14,000 organizations and leaders. Their purpose is to help older people stay healthy and independent, find jobs, access benefit programs and discover meaningful ways to continue contributing to society.

**Internship Description:** Internship experiences at NCOA expose students to a wide spectrum of aging issues and practices and the exploration of areas of interest relevant to the educational goals. Interns work on legislative concerns, reporting on issues in the field of aging, developing educational materials and communicating with professionals in the field.

## **Experiences Offered**

Regulatory Research: Economic Research:

Citizen Education: Lobbying: X
Legal Research: Class Actions:
Community Organizing: X
Legislative Research: X
Government Relations: X

Lobbying: X
Class Actions:
Policy Research: X
Program Research: X
Individual Representation:

Other:

## **Academic Majors:**

Undergraduates: X Law: X

Policy Graduate: X

#### **Stipend Amount:**

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: Open Spring: Open Summer: Open

**Application Materials:** Resume cover letter and 2 page essay on career goals and internship.

## **National Family Planning and Reproductive Health Association**

1627 K Street, 12th Floor Washington, DC 20006

Phone: 202-293-3114

Fax: 202-293-1990 Website: <a href="http://www.nfprha.org">http://www.nfprha.org</a>

**Contact Person:** Intern Coordinator

**Organization Description:** For 26 years, NFPRHA has worked to assure access to voluntary family planning and reproductive health care services for those who need them and to support reproductive freedom for all.

**Internship Description:** Interns work primarily on public policy issues and issues affecting reproductive health and the delivery of care (service delivery). Internships run year round (specific starting and ending dates are flexible depending on the student's semester schedule). College credit can be arranged. Internships are unpaid and housing is not provided.

## **Experiences Offered**

Regulatory Research: Economic Research:

Citizen Education: Lobbying: X
Legal Research: Class Actions:
Community Organizing: Policy Research: X
Legislative Research: X
Government Relations: X
Individual Representation:
Other: Non-profit advocacy /family planning/health care

#### **Academic Majors:**

Undergraduates: X Policy Graduate: X

#### **Stipend Amount:**

#### **Semesters Available:**

Fall: X Spring: X Summer: X

## **Deadlines:**

Fall: July 1

Spring: November 1 Summer: March 15

**Application Materials:** Cover letter and resume; 2 letters of reference, and 1-2 page writing sample.

## **National Gay and Lesbian Task Force**

1325 Massachusetts Avenue, NW Suite 600

Washington, DC 20005

Phone: 202-393-5177 Fax: 202-393-2271

Website: www.thetaskforce.org

Contact Person: , Internship Coordinator

**Organization Description:** NGLTF works to eliminate prejudice, violence, and injustice against gay, lesbian, bisexual and trans-gender people at the local, state, and national level.

**Internship Description:** Undergraduate and graduate Internships are available for all school systems in the Washington DC office. Interns gain experience in national and state policy issues through work in their various departments. Interns have a high level of responsibility and work side by side with staff members. Interns are committed to stay for at least three months. Law students are invited to apply for Holly Law Fellowships for 10 weeks during the summer.

## **Experiences Offered**

Regulatory Research: Economic Research:

Citizen Education:
Legal Research:
Community Organizing: X
Legislative Research: X
Government Relations:

Lobbying: X
Class Actions:
Policy Research: X
Program Research: X
Individual Representation:

Other: Comm, Finance, Info Systems.

## Academic Majors:

Undergraduates: X Law: X

Policy Graduate: X

**Stipend:** X **Stipend Amount:** \$300/month

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: Open Spring: Open Summer: Open

**Application Materials:** Resume, transcript, writing sample, letter of introduction.

**Additional Information:** For more information go to their website and click on "About Us."

## **National Law Center on Homelessness and Poverty**

1311K Street NW, Suite 1400 Washington, DC 20005

Phone: 202-638-2535

Fax: 202-628-2737 Website: www.nlchp.org

Contact Person: Ms. Yibha Bhabia, Internship Coordinator

**Organization Description:** The National Law Center on Homelessness and Poverty addresses homelessness in the larger context of poverty. Through litigation, policy advocacy, and public education, they press for long-term solutions.

**Internship Description:** The Law Center offers volunteer, flexible internships that complement their mission of eliminating the causes of homelessness. An intern works closely with staff attorneys and policy analysts on research and advocacy.

## **Experiences Offered**

Regulatory Research: X Economic Research: X

Citizen Education: X
Legal Research: X
Community Organizing:
Legislative Research: X
Government Relations: X
Lobbying: X
Class Actions: X
Policy Research:
Program Research: X
Individual Representation:

Other:

## **Academic Majors:**

Undergraduates: X

Law: X

Policy Graduate: X Other: Housing Policy

#### **Stipend Amount:**

#### **Semesters Available:**

Fall: X Spring: X Summer: X

## **Deadlines:**

Fall: August 1

Spring: December 15 Summer: April 30

**Application Materials:** Cover letter, resume, brief writing sample, and list of references

**Additional Information:** The Law Center has 12 staff members and interns are treated as staff members. Interns are accepted year round, and starting and ending dates are flexible. There are full time and part time internships available. website: <a href="www.nlchp.org">www.nlchp.org</a> Email: <a href="mailto:nlchp.org">nlchp.org</a> nlchp.org

#### **National League of Cities**

1301 Pennsylvania Avenue NW Washington, DC 20004

Phone: 202-626-3070

Fax: 202-626-3043 Website: www.nlc.org

Contact Person: Ms. Elizabeth Hardwick, Human Resources Assistant

**Organization Description:** The National League of Cities is the country's oldest, largest and most representative organization serving municipal governments. Founded in 1924 as the American Municipal Association by ten state municipal leagues, today its direct members include 49 state municipal organizations and more than 1400 communities of all sizes.

**Internship Description:** NLC offers a limited number of students the opportunity to work in one of the following areas: education, information resources, policy and federal relations, public affairs, research and program development.

## **Experiences Offered**

Regulatory Research: Economic Research:

Citizen Education:
Legal Research:
Community Organizing:
Legislative Research: X
Government Relations: X

Lobbying: X
Class Actions:
Policy Research: X
Program Research: X
Individual Representation:

Other:

#### **Academic Majors:**

Other: All majors accepted

#### **Stipend Amount:**

#### **Semesters Available:**

Fall: X Spring: X Summer: X

#### **Deadlines:**

Fall: July

Spring: December Summer: May

**Application Materials:** Email resume and cover letter to employment@nlc.org.

## **National Low Income Housing Coalition**

727 15th Street, NW, 6th Floor Washington, DC 20005

Phone: 202-662-1530

Fax: 202-393-1973 Website: www.nlihc.org

**Contact Person:** Internship Coordinator

**Organization Description:** Their purpose is to educate, organize, and advocate for safe, decent, affordable housing for impoverished Americans.

**Internship Description:** Real opportunities available in a very flexible intern program offering grassroots and policy work. Interns may work with the legislative director monitoring legislation or with the Field Director working on grassroots organizing or in communications. All interns have the opportunity to write articles for the organizations weekly newsletter.

**Experiences Offered** 

Regulatory Research: Economic Research:

Citizen Education: X Lobbying: X
Legal Research: Class Actions:
Community Organizing: X Policy Research: X
Legislative Research: X Program Research: X
Government Relations: X Individual Representation:

Other:

**Academic Majors:** Undergraduates: X

Policy Graduate: X

**Stipend:** X **Stipend Amount:** Stipend varies.

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: July Spring: December Summer: April

**Application Materials:** Resume, Cover letter, References and indicate preferences for field, communications or legislative internships. Inquiries are always welcome.

## National Organization for Reform of Marijuana Laws (N.O.R.M.L)

1600 K Street, Suite 501 Washington, DC 20006

Phone: 202-483-5500

Fax: Website: www.norml.org

Contact Person: Mr. Allen St. Pierre, Intern Coordinator

**Organization Description:** NORML is the nations oldest and largest drug law reform non-profit advocacy organization. It focuses on marijuana law reform.

**Internship Description:** Law students research, edit and help write legal briefs. Undergraduate perform policy research, legislative research and advocacy.

## **Experiences Offered**

Regulatory Research: Economic Research:

Citizen Education:
Legal Research: X
Community Organizing: X
Legislative Research: X
Government Relations: X
Lobbying: X
Class Actions
Policy Research: X
Program Research: X
Individual Representation:

Other:

#### **Academic Majors:**

Undergraduates: X Economics: X Law: X Policy Graduate:: X

#### **Stipend Stipend Amount:**

#### **Semesters Available:**

Fall: X Spring: X Summer: X

#### **Deadlines:**

Fall: August 1 Spring: February 1 Summer: April 1

**Application Materials:** Cover letter, resume and transcript.

## **National Organizers Alliance**

PO Box 60708

Washington, DC 20039

Phone: 301-270-0640

Fax: 301-301-0642 Website: www.noacentral.org

Contact Person: Mr. Walter Davis, Executive Director

**Organization Description:** NOA's mission is to advance progressive organizing for social, economic and environmental justice and to support and sustain the people and organizations in the field.

**Internship Description:** Interns are assigned to a staff member and given primary responsibility for no more than two major projects.

## **Experiences Offered**

Regulatory Research: Economic Research:

Citizen Education: X Lobbying:
Legal Research: Class Actions:
Community Organizing: X Policy Research: X
Legislative Research: Program Research: X
Government Relations: Individual Representation:

Other:

## **Academic Majors:**

Undergraduates: X

Other: Non-Profit Management

**Stipend:** X **Stipend Amount:** Possible

#### **Semesters Available:**

Fall: X Spring: X Summer: X

#### **Deadlines:**

Fall: Rolling Spring: Rolling Summer: Rolling

**Application Materials:** Resume, cover letter and writing sample.

## **National Partnership for Women & Families**

1875 Connecticut Avenue, NW, Suite 650

Washington, DC 20009

Phone: 202-986-2600 Fax: 202-986-2539

Website: www.nationalpartnership.org

Contact Person: Mr. Travis Hunter, Senior Manger of Administration

**Organization Description:** The National Partnership for Women & Families is a nonprofit, nonpartisan organization that uses public education and advocacy to promote fairness in the workplace, quality health care, and policies that help women and men meet the dual demands of work and family.

**Internship Description:** The National Partnership offers internships for both graduate and law students. They offer internships for Law Students that include: Law Clerk for Work and Family; Workplace Fairness Program; and Health Care Program. Undergrads and graduate interns can choose among Work and Family; Workplace Fairness; Health; Communications; and Development Internships.

## **Experiences Offered**

Regulatory Research: X Economic Research: X

Citizen Education: X Lobbying:
Legal Research: Class Actions:
Community Organizing: X Policy Research: X
Legislative Research: X Program Research: X
Government Relations: X Individual Representation:

Other: Media relations and communications.

#### **Academic Majors:**

Law: X

Policy Graduate: X

Other: Development, communications

## Stipend Stipend Amount:

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: July 15 Spring: November 15 Summer: March 15

**Application Materials:** Submit cover letter specifying area of interest, resume, transcript, writing sample and three references.

Additional Information: email: info@nationalpartnership.org

#### **National Press Foundation**

1211 Connecticut Avenue, NW Suite 310 Washington, DC 20036

Phone: 202-663-7282

Fax: 202-530-2855 Website: www.nationalpress.org

Contact Person: Kashmir Hill, Projects Manager

**Organization Description:** The National Press Foundation is a non-profit, journalism education organization. Their focus is on providing educational seminars for working journalists.

**Internship Description:** Students interested in journalism, communications, public relations and policy work with staff in organizing topic based programs and seminars.

## **Experiences Offered**

Regulatory Research: Economic Research:

Citizen Education: X Lobbying:
Legal Research: Class Actions:
Community Organizing: Policy Research:
Legislative Research: Program Research: X
Government Relations: X Individual Representation:

Other:

## **Academic Majors:**

Undergraduates: X

Other: Journalism, Communications

**Stipend:** X **Stipend Amount:** \$1,000 semester

#### **Semesters Available:**

Fall: X Spring: X Summer: X

#### **Deadlines:**

Fall: August 1 Spring: December 1 Summer: March 1

**Application Materials:** Cover letter, resume, writing sample, references

## **National Prison Project of the ACLU**

915 15th Street, NW, Seventh Floor Washington, DC 20005

Phone: 202-234-4830

Fax: Website:

Contact Person: E. M. Bigelow, Staff Attorney

**Organization Description:** The National Prison Project of the ACLU is dedicated to improving prison conditions and upholding rights of prisoners confined in American jails and prisons.

**Internship Description:** Law Student interns primarily work on litigation or litigation related matters with the programs eight staff attorneys. They are engaged in research and writing on issues that emerge from their docket of cases, drafting memos and pleadings, and preparation for trial.

**Experiences Offered** 

Regulatory Research: Economic Research:

Citizen Education: Lobbying:

Legal Research: X Class Actions:: X Community Organizing: Policy Research: X Program Research:

Government Relations: Individual Representation:

Other:

**Academic Majors:** 

Law: X

**Stipend Amount:** 

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** Fall: Open Spring: Open

Summer: Open

**Application Materials:** Resume, cover letter and writing sample.

#### **National Public Radio**

635 Massachusetts Avenue, NW Washington, DC 20001

Phone: 202-414-2247

Fax: 202-513-3026 Website: www.npr.org

Contact Person: Ms. Nina Totenberg, Legal Affairs Correspondent

**Organization Description:** Nina Totenberg is National Public Radio's Legal Affairs Correspondent. As such, she covers legal issues of interest to the general public.

**Internship Description:** Duties include attending press conferences, stake-outs, preinterviewing possible subjects for interviews, research, editing audio tape and day to day office work. Internships available in Summer and Fall 2009.

## **Experiences Offered**

Regulatory Research: X Economic Research

Citizen Education: X
Legal Research: X
Community Organizing:
Legislative Research: X
Covernment Relations:

Lobbying:
Class Actions:
Policy Research: X
Program Research: X
Individual Representation:

Other:

## **Academic Majors:**

Undergraduates: X

Law: X Policy Graduate: X

Other: Journalism

## **Stipend Amount:**

#### **Semesters Available:**

Fall: X Spring: X Summer: X

## **Deadlines:**

Fall: May

Spring: December Summer: March

**Application Materials:** Cover letter, resume and references

Additional Information: email: <a href="mailto:ntotenberg@npr.org">ntotenberg@npr.org</a>

#### **National Restaurant Association**

1200 17th Street NW Washington, DC 20036

Phone: 202-331-5900

Fax: 202-973-3955 Website: www.restaurant.org

Contact Person: Human Resources Director

Organization Description: Trade Association representing the interests of the restaurant and

food services industry.

**Internship Description:** Geared toward individuals acquiring first hand knowledge of facets of

a federal and grassroots liaison program.

**Experiences Offered** 

Regulatory Research: X Economic Research: X

Citizen Education: Lobbying: X
Legal Research: Class Actions:
Community Organizing: X
Legislative Research: X
Government Relations: X
Individual Representation:

Other:

**Academic Majors:** 

Undergraduates: X

Law: X

Policy Graduate: X

**Stipend Amount:** 

#### **Semesters Available:**

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: Open Spring: Open Summer: Open

**Application Materials:** Resume and cover letter.

Additional Information: email: jobs@dineout.org

## **National Right to Work Legal Defense Foundation**

8001 Braddock Road, Suite 600 Springfield, VA 22160

Phone: 703-321-8510

Fax: 703-321-8239 Website: www.nrtw.org

Contact Person: Mr. Raymond J. LaJeanesse, Vice President and Legal Director

**Organization Description:** The Foundation provides free legal assistance to workers litigating against the abuses and injustices of compulsory unionism.

**Internship Description:** Students assist staff members with legal research, discovery and drafting of legal documents on pending or potential litigation. Students also interview potential clients and conduct case related factual investigation.

**Experiences Offered** 

Regulatory Research: Economic Research:

Citizen Education: Lobbying:

Legal Research: X Class Actions:: X Community Organizing: Policy Research: Legislative Research: Program Research:

Government Relations: Individual Representation: X

Other:

**Academic Majors:** 

Law: X

Stipend Stipend Amount:

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: Open Spring: Open Summer: Open

**Application Materials:** Resume, cover letter, writing sample and transcript.

**National Space Society** 

1620 I Street, NW, Suite 615 Washington, DC 20006

Phone: 202-429-1600

Fax: 202-463-8497 Website: www.nss.org

Contact Person: Mr. George Whitesides, Executive Director

**Organization Description:** The National Space Society is a Washington, DC based nonprofit membership organization promotes space exploration and development.

**Internship Description:** NSS conducts a broad range of activities to promote space exploration and development. This offers interns the possibility to become involved in an assortment of projects. NSS strives to tailor interns responsibilities to their interests. Applicants should specify in their application materials the areas that interest them among the following: public outreach/education, journalism and public policy.

**Experiences Offered** 

Regulatory Research: Economic Research:

Citizen Education: X Lobbying: X
Legal Research: Class Actions:
Community Organizing: X
Legislative Research: X
Government Relations: X

Lobbying: X
Class Actions:
Policy Research: X
Program Research: X
Individual Representation:

Other:

**Academic Majors:** 

Policy Graduate: X

Other: Government Affairs

**Stipend** 

**Stipend Amount:** 

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: Open Spring: Open Summer: Open

**Application Materials:** Contact by phone or fax for additional information and application

form.

Additional Information: website: www.nss.org

#### **National Trust for Historic Preservation**

1785 Massachusetts Avenue, NW Washington, DC 20036

Phone: 202-588-6035

Fax: 202-588-6272 Website: www.nthp.org/law

**Contact Person:** Legal Intern Coordinator

**Organization Description:** The National Trust for Historic Preservation, chartered by Congress in 1948, is a nonprofit organization with more than 250,000 members. It is a leader in the preservation movement and is committed to preserving America's diverse historical environments.

**Internship Description:** The NTHP Legal Internship Program includes full time summer internships and part-time internships during the fall and spring.

**Experiences Offered** 

Regulatory Research: Economic Research:

Citizen Education: Lobbying:
Legal Research: X Class Actions:
Community Organizing: Policy Research:
Legislative Research: Program Research:

Government Relations: Individual Representation:

Other:

**Academic Majors:** 

Law: X

**Stipend Stipend Amount:** 

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: Open Spring: Open Summer: March 1

**Application Materials:** Cover letter, resume, writing sample.

## **National Veteran's Legal Services Program**

PO Box 65762

Washington, DC 20035

Phone: 202-265-8305

Fax: 202-328-0063 Website: www.nvlsp.org

Contact Person: Mr. Barton Stichman, Co-Director

**Organization Description:** The National Veterans Legal Services Program (NVLSP) has been helping veterans who-because of the effects of military service-have been unable to share in opportunities available to most Americans. They serve these forgotten veterans through advocacy, education, litigation, training, and publications.

**Internship Description:** Law student interns work on currently pending cases and research and write on veteran's legal issues for the program's publications.

**Experiences Offered** 

Regulatory Research: X Economic Research:

Citizen Education: Lobbying:

Legal Research: X Class Actions:: X Community Organizing: Policy Research: Legislative Research: Program Research:

Government Relations: Individual Representation: X

Other: Research for publications.

**Academic Majors:** 

Law: X

**Stipend:** X **Stipend Amount:** \$12-13 hour

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: Open Spring: Open Summer: April

**Application Materials:** Resume and cover letter.

#### **National Whistleblower Center**

3238 P Street, NW Washington, DC 20007

Phone: 202-342-1903

Fax: 202-342-1904 Website: www.whistleblowers.org

Contact Person: MS. Estella Kohn, Deputy Director

**Organization Description:** The National Whistleblower Center is a non-profit public interest organization which provides representation to whistleblowers in both the public and private sector.

**Internship Description:** Law students receive one on one supervision in performing legal research and writing projects, assist at trials and perform the work of an associate attorney.

**Experiences Offered** 

Regulatory Research: X Economic Research

Citizen Education: X Lobbying:

Legal Research: X Class Actions:: X Community Organizing: Policy Research: X Program Research:

Government Relations: X Individual Representation: X.

Other: Law students receive exposure to trial preparation, motion practice and brief writing.

**Academic Majors:** 

Undergraduates: X

Law: X

Policy Graduate: X

Stipend Stipend Amount:

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: Open Spring: Open Summer: Open

**Application Materials:** Resume and cover letter expressing interest.

**Additional Information:** Students interested in environmental policy and worker free speech and safety issues are encouraged to apply. All internships are voluntary and can be taken for credit and work study. Any assistance, e.g. support letters to facilitate application for grants, will be furnished upon request. Website: <a href="www.whistleblowers.org">www.whistleblowers.org</a> Email: <a href="jc@whistleblowers.org">jc@whistleblowers.org</a>

#### **National Wildlife Federation**

11100 WIldlife Center Drive Reston, VA 20190

Phone: 800-822-9919

Fax: Website: www.nwf.org/

Contact Person: Internship Program

**Organization Description:** The National Wildlife Federation is the nation's largest private, non-profit conservation education organization. Their mission is to educate, inspire, and assist individuals and organizations of diverse cultures to conserve wildlife and other natural resources and to protect the Earth's environment in order to achieve a peaceful, equitable and sustainable future.

**Internship Description:** The NWF offers an internship program for college graduates and grad students with an interest in environmental issues.

## **Experiences Offered**

Regulatory Research: X Economic Research: X

Citizen Education: X Lobbying: X
Legal Research: Class Actions:
Community Organizing: X
Legislative Research: X
Government Relations: X

Lobbying: X
Class Actions:
Policy Research: X
Program Research: X
Individual Representation:

Other:

## Academic Majors:

Undergraduates: X Law: X

Policy Graduate: X

Stipend: X Stipend Amount: \$275/week

**Semesters Available:** 

Fall: Spring: X Summer: X

**Deadlines:** 

Fall:

Spring: September 15 Summer: March 15

**Application Materials:** Cover letter, indicating area of interest, resume, names and telephone #s of 3-5 Academic or professional references, 2-4 page writing sample.

#### **National Women's Health Network**

514 10th Street NW, Suite 400 Washington, DC 20004

Phone: 202-347-1140

Fax: 202-347-1168 Website: www.nwhn.org

Contact Person: Ms Kiesha Mc Curtis, Health Information Coordinator

**Organization Description:** The Network was established in 1976 to give women a greater voice in the US health care system.

**Internship Description:** Interns gain exposure to women's health issues while becoming skilled in health advocacy and research. Interns work 4 days a week for a minimum of 10 weeks.

## **Experiences Offered**

Regulatory Research: Economic Research:

Citizen Education: X Lobbying:
Legal Research: Class Actions:
Community Organizing: X Policy Research: X
Legislative Research: Program Research: X
Government Relations: Individual Representation:

Other:

## **Academic Majors:**

Undergraduates: X Policy Graduate: X Other: All majors

Stipend: X Stipend Amount: \$160 week

#### **Semesters Available:**

Fall: X Spring: X Summer: X

#### **Deadlines:**

Fall: Open Spring: Open

Summer: March 15

**Application Materials:** Resume, brief 2-5 page writing sample, and cover letter explaining interest in women's health.

#### **Natural Resource Defense Council**

1200 New York Avenue NW, Suite 400 Washington, DC 20005

Phone: 202-289-6868

Fax: 202-289-1060 Website:

Contact Person: Legal Internship Coordinator

**Organization Description:** NRDC is a national, non-profit public interest organization dedicated to protecting the global environment and preserving the Earth's natural resources. Formed in 1970, NRDC is staffed by dozens of highly trained and well respected professionals including resource specialists, scientists and attorneys.

**Internship Description:** The legal internship program is designed to provide law students with an opportunity to use and develop a variety of legal skills. Interns may work with several different persons and on several projects.

**Experiences Offered** 

Regulatory Research: X Economic Research:

Citizen Education:

Legal Research: X

Community Organizing:

Legislative Research: X

Government Relations: X

Lobbying: X

Class Actions: X

Policy Research:

Program Research: X

Individual Representation:

Other:

**Academic Majors:** 

Law: X

Policy Graduate: X

**Stipend Amount:** Small amt available in summer

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: 3 mths prior Spring: 3 mths prior Summer: November 1

**Application Materials:** Legal - Cover letter, resume, 5 pg writing sample, transcript, references.

**Additional Information:** Application materials required for non-legal internships are cover letter and resume. There are 4 legal internships available in the Washington office in the summer and "school term" internships offered the rest of the year. Summer deadline for first year law students is February 1 and summer deadline for second year law students is November 1.

## **New York State-Washington Office of the Governor**

444 North Capitol Street, NW, Suite 301 Washington, DC 20001

Phone: 202-434-7100

Fax: Website: www.ny.gov/governor

Contact Person: Ms. Rebecca Fertig, Policy Analyst

**Organization Description:** The New York State, Washington Office of the Governor serves as the liaison between the State of New York and the federal government. The Office promotes the federal agenda on behalf of the state and serves as a liaison with Governor's organizations located in Washington.

**Internship Description:** Interns responsibilities range from administrative support to substantive research. Interns are expected to work 10-13 weeks and should be available 15 -20 hours per week. Internship application forms are available at <a href="https://www.ny.gov/governor/internships/index.html">www.ny.gov/governor/internships/index.html</a>

#### **Experiences Offered**

Regulatory Research: X Economic Research: X

Citizen Education:
Legal Research:
Community Organizing:
Legislative Research: X
Government Relations: X

Lobbying: X
Class Actions:
Policy Research: X
Program Research: X
Individual Representation:

Other:

**Academic Majors:** Undergraduates: X

Law: X

Policy Graduate: X

**Stipend:** X **Stipend Amount:** \$10.00 hour

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: Rolling Spring: Rolling Summer: Rolling

**Application Materials:** Application, resume, cover letter, writing sample and transcript

# **Nuclear Information & Resource Service**

6930 Carroll Avenue, Suite 340 Tacoma Park, MD 20912

Phone:

Fax: Website: www.nirs.org

Contact Person: Mr. Don Keesing, Administrative Coordinator

**Organization Description:** Nuclear Information & Resource Service provides information on hazards of nuclear reactors and nuclear waste. Some work is done on policy regarding these issues.

**Internship Description:** Interns work with reactor programs. Some computer work is required.

# **Experiences Offered**

Regulatory Research: Economic Research:

Citizen Education: X Lobbying: X
Legal Research: Class Actions:
Community Organizing: X
Legislative Research: X
Program Research: X

Government Relations: Individual Representation:

Other:

# **Academic Majors:**

Undergraduates: X Policy Graduate: X

# **Stipend Stipend Amount:**

#### **Semesters Available:**

Fall: X Spring: X Summer: X

#### **Deadlines:**

Fall: September Spring: January Summer: May

**Application Materials:** Cover letter and Resume.

#### **OPASTCO**

21 Dupont Circle, Suite 700 Washington, DC 20036

Phone: 202-659-5990

Fax: Website:

**Contact Person:** Mr. Randy Tyree, Legislative Director

**Organization Description:** National trade association representing small and rural local

exchange carriers.

**Internship Description:** Interns work on regulatory issues in the communications area

particularly as it applies to our membership.

**Experiences Offered** 

Regulatory Research: X Economic Research:

Citizen Education: Lobbying: X
Legal Research: X
Community Organizing: Policy Research: X
Legislative Research: X
Program Research:

Government Relations: X Individual Representation:

Other:

**Academic Majors:** 

Law: X

Policy Graduate : X

**Stipend Stipend Amount:** 

**Semesters Available:** 

Fall Spring Summer: X

**Deadlines:** 

Fall: Spring:

Summer: Open

**Application Materials:** Resume and Cover Letter

# **One Economy Corporation**

1220 18th Street, NW, Suite 610 Washington, DC 20036

Phone: 202-558-3805

Fax: Website: <u>www.one-economy.org</u>

Contact Person: Ms. Anel Goco, Business Development Associate

**Organization Description:** One Economy is a multi-national non-profit organization that brings broadband to the homes of low income people and provides a multilingual web portal Their mission is to maximize the potential of technology to help low income people improve their lives and enter the economic mainstream.

**Internship Description:** Interns perform research on federal telecommunications policy and legislation and state housing policy and perform work on special projects.

# **Experiences Offered**

Regulatory Research: X Economic Research:

Citizen Education:
Legal Research:
Community Organizing: X
Legislative Research: X
Government Relations: X

Lobbying:
Class Actions:
Policy Research: X
Program Research: X
Individual Representation:

Other:

# Academic Majors:

Undergraduates: X

# Stipend

**Stipend Amount:** 

# **Semesters Available:**

Fall: X Spring: X Summer: X

#### **Deadlines:**

Fall: Open Spring: Open Summer: Open

**Application Materials:** Resume and cover letter Email to llark@one-economy.org

# **Organization of American States**

19th Street and Constitution Avenues Washington, DC 20006

Phone: 202-458-3519

Fax: 202-458-6276 Website: www.oas.org

Contact Person: OAS Student Intern Program Coordinator

**Organization Description:** The OAS is the oldest regional organization in the world, having its origins in the First International Conference of American States in 1889 which established the International Union of American Republics.

**Internship Description:** The OAS Student Interns Program is designed for junior, senior, and graduate students to allow them to work within their fields of study. Students must have at least a 3.0 GPA and a good command of two of the four official languages of the OAS (English, French, Portuguese and Spanish).

**Experiences Offered** 

Regulatory Research: Economic Research:

Citizen Education:

Legal Research: X

Community Organizing:

Legislative Research: X

Government Relations: X

Lobbying:

Class Actions:

Policy Research: X

Program Research: X

Individual Representation:

Other:

**Academic Majors:** 

Undergraduates: X
Law: X

Economics: X
Policy Graduate:: X

**Stipend Amount:** 

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: June 15 Spring: November 1 Summer: March 15

**Application Materials:** Apply on line at www.oas.org click on about then opportunities

**Additional Information:** Internships with Legal Secretariat require legal background. Other areas within OAS Secretariat may be more appropriate for other students.

#### **Partners for Livable Communities**

1429 21st Street

Washington, DC 20036

Phone: 202-887-5990

Fax: 202-466-4845 Website: www.livable.com

Contact Person: Ms. Irene Garnett, Chief Operating Officer

**Organization Description:** Partners is a nonprofit organization working to improve the livability of communities by promoting quality of life, economic development, and social equity.

**Internship Description:** Volunteer internship program allowing individuals to do substantive and support work on a wide variety of issues. Specific internships are available in the Community Development Research and Best Practices areas.

# **Experiences Offered**

Regulatory Research: X Economic Research: X

Citizen Education: X Lobbying:
Legal Research: Class Actions:
Community Organizing: X Policy Research: X
Legislative Research: Program Research: X
Government Relations: Individual Representation:

Other:

# **Academic Majors:**

Undergraduates: X Economics: X

Law: X

**Stipend:** X **Stipend Amount:** Varies

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: Open Spring: Open Summer: Open

**Application Materials:** Rolling deadlines for internships. Resume, cover letter and writing

sample required

Additional Information: e-mail: <u>igarnett@livable.com</u>

#### **Peace Action**

1100 Wayne Avenue, Suite 1020 Silver Spring, MD 20910

Phone: 301-565-4050

Fax: 310-565-0850 Website: www.peace-action.org

Contact Person: Ms. Katerine Fuchs, Program Associate

**Organization Description:** Peace Action and the Peace Action Education Fund work to redirect government budget priorities away from the military and weapons programs toward human needs.

**Internship Description:** Peace Action offers internships with the following programs: Nuclear Disarmament Campaign, End the War in Iraq Campaign, Change Iran Policy Campaign and Grassroots and Campus Network Building. Additionally, they offer a one year Freeman Fellowship for graduates interested in campus organizing.

# **Experiences Offered**

Regulatory Research: Economic Research: X

Citizen Education: X Lobbying: X
Legal Research: Class Actions:
Community Organizing: X
Legislative Research: X
Government Relations: X

Lobbying: X
Class Actions:
Policy Research: X
Program Research: X
Individual Representation:

Other:

**Academic Majors:** 

Undergraduates: X Economics: X Law: X Policy Graduate:: X

Stipend: X

**Stipend Amount:** \$50/week

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: On Going Spring: On Going Summer: On Going

**Application Materials:** Cover letter with resume, references, writing sample.

Additional Information: website: http://www.peace-action.org

# **Pension Benefit Guaranty Corporation**

1200 K Street, NW, Suite 12525 Washington, DC 20005

Phone: 202-326-4400

Fax: 202-326-4122 Website: www.pbgc.gov

Contact Person: Ms. Charla Lambertsen, Special Counsel

**Organization Description:** The PBGC is a Federal Government Agency created under Title IV of the Employee Retirement Security Act of 1974. Through its insurance programs, it bears responsibility for ensuring the retirement income, and thereby the financial security, of American workers.

**Internship Description:** Summer legal interns work 8-10 weeks; other internships throughout the year are on as-needed or case-by-case basis. Second year students are paid at the GS-9 (@\$17 per hour), work 8 hours per day. Summer legal Interns work 10 weeks.

**Experiences Offered** 

Regulatory Research: Economic Research:

Citizen Education: Lobbying:
Legal Research: X Class Actions:
Community Organizing: Policy Research:
Legislative Research: X Program Research:

Government Relations: X Individual Representation:

Other: Bankruptcy; Pension, Procurement, Labor Relations, Litigation.

**Academic Majors:** 

Law. X

Stipend: X Stipend Amount: \$17/hr

**Semesters Available:** 

Fall Spring Summer: X

**Deadlines:** 

Fall: Spring: Summer: October 1

**Application Materials:** Resume, law school and undergraduate transcript; analytical unedited, current writing sample.

**Additional Information:** To help navigate their website once you are on the site go to "About PBGC", go to "Employment Opportunities", go to "Office of the General Counsel recruitment".

# **People for the American Way**

2000 M Street NW Suite 400 Washington, DC 20036

Phone: 202-467-4999

Fax: 202/293-2672 Website: www.pfaw.org

Contact Person: Ms. Colleen O'Day, Human Resources Manager

**Organization Description:** People for the American Way is a national, non-profit, constitutional liberties organization dedicated to promoting and protecting civil rights and promoting the democratic values of citizen participation, freedom of expression, freedom of religion and respect for diversity.

**Internship Description:** Interns work in field organizing, legal, public policy, research and communication departments. Interns assist with research, outreach, organizing and legislative tracking.

**Experiences Offered** 

Regulatory Research: Economic Research: X

Citizen Education: X Lobbying: X
Legal Research: X Class Actions
Community Organizing: X Policy Research: X
Legislative Research: X Program Research: X
Government Relations: Individual Representation:

Other:

**Academic Majors:** 

Undergraduates: X Law: X

Policy Graduate: X Other: Education

**Stipend:** X **Stipend Amount:** Limited

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: August Spring: December Summer: March

**Application Materials:** Cover letter and resume.

Additional Information: Applications may be emailed to hr@pfaw.org

# **Physicians for Social Responsibility**

1875 Connecticut Avenue, NW, Suite 1012

Washington, DC 20005

Phone: 202-667-4260

Fax: 202-667-4201 Website: www.psr.org

**Contact Person:** Ms Madeline Riley, Intern Coordinator

**Organization Description:** PSR is a national, non-profit membership organization of over 20,000 health professionals and supporters working to promote nuclear arms reduction, international cooperation, protection of the environment and reduction of violence.

**Internship Description:** Interns assist with PSR's projects on the health impacts of nuclear production and testing. This will include research, writing, and monitoring Congressional legislation and federal advisory committees. Interns work 40 hours per week or less.

**Experiences Offered** 

Regulatory Research: Economic Research:

Citizen Education: X Lobbying: X
Legal Research: Class Actions:
Community Organizing: X Policy Research: X
Legislative Research: X Program Research: X
Government Relations: Individual Representation:

Other:

Academic Majors:

Undergraduates: X Policy Graduate: X

Stipend: X Stipend Amount: \$200 per week

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: August 1 Spring: November 1 Summer: April 1

**Application Materials:** Cover letter, resume, writing sample.

**Additional Information:** PSR supports the downsizing of the nuclear weapons complex and cleanup of radioactive contamination at Dept of Energy sites. In addition, PSR promotes an end to nuclear testing, the forging of new arms reduction treaties, a shift in federal budget priorities away from military spending and towards meeting human needs, preservation of the environment and the reduction of violence and its causes. website: <a href="https://www.psr.org">www.psr.org</a>

# **Public Citizen's Energy Program**

215 Pennsylvania Avenue SE Washington, DC 20003

Phone:

Fax: 202-547-7392 Website: www.citizen.org/cmep/

Contact Person: Mr. Tyson Slocum, Director

**Organization Description:** Since its founding in 1971, PCEP is the premier public interest organization representing consumers in energy policy. PCCMEP has led the investigations of corporate wrong doing and the failure of energy deregulation. PCEP has gained national attention for outlining America's dysfunctional energy markets and what reforms are necessary to protect consumers.

**Internship Description:** PCEP offers a 10-week, paid (\$240/week) internship every summer. PCEP interns only work on substantive research and organizing projects - less than 5% of the interns time will be used for clerical duties. Interns assist with the researching and writing of major reports, helping respond to daily media inquiries, and work on grassroots and lobbying outreach efforts.

# **Experiences Offered**

Regulatory Research: X Economic Research: X

Citizen Education: X Lobbying: X
Legal Research: Class Actions:
Community Organizing: X Policy Research: X
Legislative Research: X Program Research: X
Government Relations: X Individual Representation:

Other:

Academic Majors: Undergraduates: X Policy Graduate: X

Stipend: X Stipend Amount: \$240 week

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: Rolling Spring: Rolling Summer: Rolling

**Application Materials:** Cover Letter, Resume, 1-2 page writing sample, 3 references.

Additional Information: Email: Tslocum@citizen.org

#### Public Defender Service for the District of Columbia

633 Indiana Avenue, NW Washington, DC 20004

Phone: 202-628-1200

Fax: 202-324-2910 Website: www.pdsdc.org

Contact Person: Mr. Christian Pipe, Internship Coordinator

**Organization Description:** The mission of the Public Defender Service for the District of Columbia is to provide and promote quality legal representation to indigent adults and children facing a loss of liberty in the District of Columbia and thereby protect society's interest in the fair administration of justice.

**Internship Description:** The Criminal Law Internship program is designed to provide undergraduate, graduate and law students with the fundamental investigative techniques and relevant criminal law knowledge to assist attorneys within the agency.

**Experiences Offered** 

Regulatory Research: Economic Research:

Citizen Education: X Lobbying:
Legal Research: X Class Actions:
Community Organizing: Policy Research: X
Legislative Research: Program Research:

Government Relations: X Individual Representation: X.

Other: Case Investigation

**Academic Majors:** Undergraduates: X

Law: X

Other: Criminal Justice

**Stipend Amount:** 

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: Rolling Spring: Rolling Summer: Rolling

**Application Materials:** Students should furnish resume, cover letter, writing sample, transcript, references. and program application.

**Additional Information:** Contact Chris Pipe, Intern Coordinator for application packet.

# **Public Employees for Environmental Responsibility**

2000 P Street, NW, Suite 240 Washington, DC 20036

Phone: 202-265-7337

Fax: Website: www.peer.org

Contact Person: Ms. Debbie Davidson, Membership & Outreach Director

**Organization Description:** PEER is a service organization for state, federal and municipal employees dedicated to upholding environmental laws and values. PEER allows public servants to work as

"anonymous activists" so that agencies must confront the message rather than the messenger.

**Internship Description:** Internships are campaigned-based working with media and grassroots organizations. A full internship description is available on their website at <a href="https://www.peer.org/about/jobs">www.peer.org/about/jobs</a>

#### **Experiences Offered**

Regulatory Research: X Economic Research

Citizen Education: X Lobbying:
Legal Research: Class Actions:
Community Organizing: X Policy Research: X
Legislative Research: Program Research:

Government Relations: X Individual Representation:

Other:

**Academic Majors:** Undergraduates: X

Stipend Stipend Amount:

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: Rolling Spring: Rolling Summer: Rolling

**Application Materials:** Resume and cover letter

# Public Technology, Inc.

1301 Pennsylvania Avenue NW, Suite 800 Washington, DC 20004

Phone: 202-626-2413

Fax: Website: www.pti.org

Contact Person: Mr. Alan Shark, Executive Director

**Organization Description:** Public Technology, Inc is a non-profit organization whose mission is to bring the benefits of technology to all local governments.

**Internship Description:** PTI's interns work specifically in one of their five program areas. Interns have one major project to complete within the semester.

# **Experiences Offered**

Regulatory Research: X Economic Research

Citizen Education: X
Legal Research: X
Community Organizing:
Legislative Research: X
Program Research: X
Government Relations: X
Individual Representation:

Other:

# **Academic Majors:**

Undergraduates: X Economics: X

# **Stipend Amount:**

#### **Semesters Available:**

Fall: X Spring: X Summer: X

# **Deadlines:**

Fall: Open Spring: Open Summer: Open

**Application Materials:** Cover letter, Resume and Interview

#### **Rails to Trails Conservancy**

2121 Ward Court, NW-5th Floor Duke Ellington Building Washington, DC 20037

Phone: 202-974-5153 Fax: 202-331-9257

Website: www.railtrails.org

Contact Person: Mr. Elton Clark, Manager, Human Resources

**Organization Description:** The Rails to Trails Conservancy is a non-profit conservation and recreation organization that works to convert hundreds of miles of abandoned railroad lines into a nationwide network of public trails and green spaces.

**Internship Description:** Interns work for a six month period in the organizations Research Department that assists the Trail Development Department.

# **Experiences Offered**

Regulatory Research: Economic Research:

Citizen Education: Lobbying:
Legal Research: X Class Actions:
Community Organizing: Policy Research: X
Legislative Research: X Program Research:

Government Relations: X Individual Representation:

Other: Communications

# **Academic Majors:**

Undergraduates: X

Law: X

Policy Graduate: X Other: Communications

# **Stipend Amount:**

#### **Semesters Available:**

Fall: X Spring: X Summer: X

# **Deadlines:**

Fall: Open Spring: Open Summer: Open

**Application Materials:** Resume, cover letter, writing sample.

**Renew America** 

PO Box 77636

Washington, DC 20013-7636

Phone: 202-721-1545

Fax: Website: www.crest.org/renew\_america

**Contact Person:** Internship Coordinator

**Organization Description:** As America's leading source for environmental solutions, Renew America coordinates a network of community groups, environmental organizations, businesses, governmental leaders and civic activists involved in environmental improvement. They promote environmental programs, offering positive, constructive models to inspire communities and businesses to meet environmental challenges.

**Internship Description:** 6 month internships available for recent graduates or grad students and 3 month summer internships available for current students. Much of the intern's time is spent working with local grassroots environmental organizations nationwide to identify and verify projects for inclusion on the Index. All interns will assist with the general activities of the program and routine office work as well as responding to requests for information.

**Experiences Offered** 

Regulatory Research: X Economic Research

Citizen Education: X Lobbying: X
Legal Research: Class Actions:
Community Organizing: Policy Research:
Legislative Research: Program Research:

Government Relations: Individual Representation:

Other:

Academic Majors: Undergraduates: X Policy Graduate: X

Other: Journalism

**Stipend Stipend Amount:** 

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: Open Spring: Open Summer: Open

**Application Materials:** Cover Letter stating interest in pursuing this internship and resume.

Additional Information: No deadline. No phone calls please. www.crest.org/renew america

#### **Reporters Committee for Freedom of the Press**

Suite 1910, 1101 Wilson Boulevard Arlington, VA 22209

Phone: 703-807-2100 Fax: 703-807-2109

Website: www.rcfp.org

**Contact Person:** Internship Coordinator

**Organization Description:** The Reporters Committee was founded in 1970 to protect the rights of journalists and the rights of the American public under the First Amendment. The Committee has been involved in nearly all significant press freedom cases.

**Internship Description:** Legal interns work with staff attorneys performing legal research and writing on First Amendment issues. The results of these efforts are often published in amicus curiae briefs or in law review articles.

**Experiences Offered** 

Regulatory Research: Economic Research:

Citizen Education: X Lobbying:

Legal Research: X Class Actions:: X Community Organizing: Policy Research: Legislative Research: X Program Research:

Government Relations: Individual Representation: X

Other:

**Academic Majors:** 

Law: X

**Stipend:** X

**Stipend Amount: \$2000** 

**Semesters Available:** 

Fall: X Spring: X Summer: X

Deadlines:

Fall: Open Spring: Open Summer: January

**Application Materials:** Resume, cover letter and legal and non-legal writing sample.

Additional Information: Website: www.rcfp.org

# Republican National Committee Eisenhower Internship Program

310 First Street SE Washington, DC 20003

Phone: 202-863-8630 Fax: 202-863-8835

Website: www.gop.org

**Contact Person:** Ms. Julie Fleming, Intern Coordinator

**Organization Description:** The Republican National Committee sponsors the Eisenhower Internship Program to provide college students with the basic work skills and, more significantly, invaluable, hands on political experience.

**Internship Description:** Interns are assigned staff support responsibilities in a Division within the Committee involving: field operations, finance, communications, research member events, administration, legal and strategic information (computer services).

**Experiences Offered** 

Regulatory Research: Economic Research: X

Citizen Education: Lobbying:
Legal Research: Class Actions:
Community Organizing: Policy Research: X
Legislative Research: Program Research:

Government Relations: Individual Representation:

Other:

Academic Majors: Undergraduates: X Economics: X

Stipend: X Stipend Amount: \$100/week summer only

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: August Spring: December Summer: April 15

**Application Materials:** Application, resume, academic transcript, personal statement and three letters of recommendation.

# **Republican Youth Majority**

101 D STREET SE Washington, DC 20003

Phone: 202-546-1300

Fax: 202-546-7212 Website: www.rym.org

**Contact Person:** Intern Coordinator

**Organization Description:** RYM is a moderate national grassroots organization attempting to build a nationwide base of like minded people. These people are Pro-choice, Pro-environment, Pro-fiscal Responsibility, Pro-economic Growth, and Pro-international Leadership.

**Internship Description:** As a primarily volunteer run organization RYM is able to offer students substantive internships in a number of fields such as: fund raising, press and publicity, event organizing, etc.

**Experiences Offered** 

Regulatory Research: Economic Research:

Citizen Education: Lobbying:
Legal Research: Class Actions:
Community Organizing: X
Legislative Research: Program Research:

Government Relations: X Individual Representation:

Other:

**Academic Majors:** Undergraduates: X

Policy Graduate: X

# **Stipend Stipend Amount:**

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: Open Spring: Open Summer: Open

**Application Materials:** Resume, writing sample, and an interest in informing and organizing the public.

#### **Resource Conservation Alliance**

P.O. Box 19367

Washington, DC 20036

Phone: 202-387-8030

Fax: 202-234-5176 Website: www.rca-info.org

**Contact Person:** Internship Coordinator

**Organization Description:** RCA advocates for reduced wood consumption and intelligent purchasing practices to benefit forests. RCA works with large purchasers such as government, universities etc. to stimulate the market for recycled materials and alternative products.

**Internship Description:** RCA provides internships when RCA requires supplemental research on various issues having to do with green purchasing by government agencies and others.

# **Experiences Offered**

Regulatory Research: Economic Research: X

Citizen Education: X Lobbying:
Legal Research: X Class Actions:
Community Organizing: Policy Research: X
Legislative Research: X Program Research:

Government Relations: X Individual Representation:

Other:

# **Academic Majors:**

Undergraduates: X Policy Graduate: X

# **Stipend Amount:**

#### **Semesters Available:**

Fall: X Spring: X Summer: X

#### **Deadlines:**

Fall: Open Spring: Open Summer: Open

**Application Materials:** Cover letter, resume, writing sample focused on commitment to public policy issues and references.

# **Resources for the Future**

1616 P Street NW Washington, DC 20036

Phone: 202-328-5000

Fax: 202-939-3460 Website: www.rff.org

**Contact Person:** Internship Coordinator

**Organization Description:** Environmental "Think Tank" specializing in research and policy analysis in environmental, natural resources, and energy issues.

**Internship Description:** Interns can expect to work with one or more RFF researchers on a variety of ongoing projects or assist in the development of entirely new areas of research and policy analysis.

**Experiences Offered** 

Regulatory Research: X Economic Research: X

Citizen Education: X Lobbying:
Legal Research: Class Actions:
Community Organizing: Policy Research: X
Legislative Research: Program Research: X
Government Relations: Individual Representation:

Other:

**Academic Majors:** Undergraduates: X

Law: X

Policy Graduate: X

Stipend: X Stipend Amount: Approximately \$375 week

**Semesters Available:** 

Fall Spring Summer: X

**Deadlines:** 

Fall: Spring:

Summer: March 1

Application Materials: Cover letter, resume, transcripts, letter of recommendation and brief

writing sample. (see website)

# Robert F. Kennedy Memorial Center for Human Rights

1367 Connecticut Avenue, NW, Suite 200

Washington, DC 20036

Phone: 202-463-7575

Fax: Website: www.rfkmemorial.org

Contact Person: Ms. Colleen Buhrer, Intern Coordinator

**Organization Description:** The Robert F. Kennedy Memorial Center for Human Rights works to advance the human rights movement by supporting human rights defenders throughout the world.

**Internship Description:** The internship program allows for law students to perform a variety of research tasks working with their Human Rights Laureates. Interns also conduct factual research on human rights violations and attend Congressional hearings.

# **Experiences Offered**

Regulatory Research: Economic Research: X

Citizen Education: Lobbying:
Legal Research: X Class Actions:
Community Organizing: Policy Research: X
Legislative Research: X
Government Relations: X Individual Representation:

Other:

# **Academic Majors:**

Law: X

Policy Graduate : X

# **Stipend Amount:**

#### **Semesters Available:**

Fall: X Spring: X Summer: X

# **Deadlines:**

Fall: Rolling Spring: Rolling Summer: Rolling

**Application Materials:** Resume, cover letter and writing sample.

#### **Save America's Forests**

4 Library Court SE Washington, DC 20003

Phone: 202-544-9219

Fax: Website: www.saveamericasforests.org

**Contact Person:** Intern Director

**Organization Description:** Save America's Forests is a nationwide political organizing campaign, striving to pass legislation in the US Congress that will protect and restore America's last wild and natural forests.

**Internship Description:** Paid internships are available for students with background in ecology, forest protection, and politics. Preference is given to candidates with experience in environmental or legislative organizing.

# **Experiences Offered**

Regulatory Research: Economic Research: X

Citizen Education: X Lobbying: X
Legal Research: X Class Actions
Community Organizing: X
Legislative Research: X
Government Relations: X Individual Representation:

Other: Writing stories for the newsletter

# **Academic Majors:** Undergraduates: X

**Stipend:** X **Stipend Amount:** up to \$2000/semester

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: Open Spring: Open Summer: Open

**Application Materials:** Resume, 1 or 2 recent writing samples preferably on forests, environment or politics, and references.

**Additional Information:** Stipends are based on 4 month semesters but are adjusted for shorter summer semesters. For college undergraduates \$2000 for semester based on 5 days per week. College graduates are paid \$3200 per semester.

#### Scenic America

1634 Eye Street NW, Suite 510 Washington, DC 20006

Phone: 202-638-0550

Fax: 202-638-3171 Website: www.scenic.org

Contact Person: Ms. Peggy Lint, Office Manager

**Organization Description:** Scenic America is a non-profit public interest organization that safeguards America's natural beauty and community character..

**Internship Description:** Scenic America accepts 1-3 interns per semester year round to work in the areas of public policy, communications and program activities. Students should have excellent research and writing skills and a passion for our issues. Review their website before applying.

# **Experiences Offered**

Regulatory Research: X Economic Research: X

Citizen Education: X
Legal Research: X
Community Organizing:

Commun

Legislative Research: X
Government Relations: X
Individual Representation:

Other:

# **Academic Majors:**

Undergraduates: X

Law: X

Policy Graduate: X Other: Journalism

Stipend: X Stipend Amount: \$100.00 per week

#### **Semesters Available:**

Fall: X Spring: X Summer: X

# **Deadlines:**

Fall: Rolling Spring: Rolling Summer: Rolling

**Application Materials:** Resume, cover letter, writing sample and references.

# **Service Employees International Union**

1800 Massachusetts Ave. NW Washington, DC 20036

Phone: 202-730-7000

Fax: 202-429-5565 Website: www.seiu.org

Contact Person: Mr Norm Gleichman, Associate General Counsel

**Organization Description:** SEIU is an international labor organization representing 1.9 million

workers.

**Internship Description:** Internships are offered for graduate and law students. Students receive

a stipend of \$22.00 per hour and law graduates receive \$56,000/Year.

**Experiences Offered** 

Regulatory Research: X Economic Research:

Citizen Education: Lobbying:

Legal Research: X Class Actions:: X Community Organizing: Policy Research: Legislative Research: Program Research:

Government Relations: Individual Representation:

Other:

**Academic Majors:** 

Law: X

**Stipend:** X **Stipend Amount:** 22.00 hour

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: Open Spring: Open Summer: Open

**Application Materials:** Resume, writing sample, references, cover letter and transcript.

# **Servicemembers Legal Defense Network**

PO Box 65301

Washington, DC 20035-5301

Phone: 202-373-3244

Fax: 202-797-1635 Website: www.sldn.org

Contact Person: Ms. Sadie Davis, Legal and Legislative Coordinator

**Organization Description:** The Servicemembers Legal Defense Network is a legal aid, policy and watchdog organization for men and women in the armed forces impacted by the don't ask don't tell law.

**Internship Description:** SLDN selects one full time intern each semester and three in the summer to interview clients, perform legal research, and produce written work product. Interns also receive significant advocacy experience.

# **Experiences Offered**

Regulatory Research: X Economic Research:

Citizen Education: Lobbying:
Legal Research: X Class Actions:
Community Organizing: X Policy Research: X
Legislative Research: X Program Research: X

Government Relations: Individual Representation: X

Other:

#### **Academic Majors:**

Law: X

# **Stipend Stipend Amount:**

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: Rolling Spring: Rolling Summer: Rolling

**Application Materials:** Resume and cover letter

#### Sierra Club

408 C Street NE

Washington, DC 20002

Phone: 202-547-1141

Fax: 202-547-6009 Website: www.sierraclub.org

Contact Person: Mr. Jeremy Perier, Office Manager

**Organization Description:** Sierra Club works to explore, enjoy and protect the wild places of the earth, to educate and enlist humanity to protect and restore the quality of the natural and human environment.

Internship Description: Internships are available with their legislative, political, media and

field programs.

# **Experiences Offered**

Regulatory Research: X Economic Research

Citizen Education: X Lobbying: X
Legal Research: Class Actions:
Community Organizing: X Policy Research: X
Legislative Research: X Program Research: X
Government Relations: Individual Representation:

Other:

## **Academic Majors:**

Undergraduates: X
Law: X

Economics: X
Policy Graduate:: X

# **Stipend Stipend Amount:**

#### **Semesters Available:**

Fall: X Spring: X Summer: X

#### **Deadlines:**

Fall: Open Spring: Open Summer: March 1

**Application Materials:** Cover Letter, Resume, and Writing Sample.

Additional Information: website: www.sierraclub.org

#### **Society of American Foresters**

5400 Grosvenor Lane Bethesda, MD 20814

Phone: 302-897-8720

Fax: 301-897-3690 Website: www.safnet.org

Contact Person: Associate Director of Forest Policy

**Organization Description:** The Society of American Foresters is a national organization representing the forestry profession in the United States, including public and private practitioners, researchers, administrators, educators, and forestry students.

**Internship Description:** SAF offers the Henry Clepper Internship in Natural Resource Policy. This internship enhances the education of forestry students through exposure to and hands-on experience in forest resource policy processes. Applicants should be graduate or upper-level under graduate students, currently enrolled in SAF- accredited forestry programs.

**Experiences Offered** 

Regulatory Research: X Economic Research: X

Citizen Education: Lobbying:
Legal Research: Class Actions:
Community Organizing: Policy Research: X
Legislative Research: X
Program Research:

Government Relations: X Individual Representation:

Other: Forest Science

**Academic Majors:** Other: Forestry

Stipend: X Stipend Amount: \$1,000/month

**Semesters Available:** 

Fall: X Spring: X Summer

**Deadlines:** 

Fall: April 15 Spring: October 15 Summer:

**Application Materials:** Send cover letter, resume, transcripts, writing sample. list of references and identify internship term.

**Additional Information:** Internship terms run from January 1 through June 30 (spring) and from July through December 31 (fall). Specific dates may be negotiated to accommodate individual requests.

# **Solar Energy Industries Association**

805 15th Street, NW # 510 Washington, DC 20005

Phone: 202-383-2611

Fax: Website: www.seia.org

**Contact Person:** Internship Coordinator

**Organization Description:** The Solar Energy Industries Association is a trade association for solar and other renewable energy companies promoting clean energy.

**Internship Description:** Interns do research, writing and support in environmental, energy, international and tax regulatory and policy issues. Interns work with a small staff on Capitol Hill.

# **Experiences Offered**

Regulatory Research: X Economic Research: X

Citizen Education: Lobbying: X
Legal Research: Class Actions:
Community Organizing: X
Legislative Research: X
Program Research: X

Government Relations: X Individual Representation:

Other:

# **Academic Majors:**

Undergraduates: X Economics: X

#### **Stipend**

**Stipend Amount:** 

# **Semesters Available:**

Fall: X Spring: X Summer

#### **Deadlines:**

Fall: Open Spring: Open Summer:

**Application Materials:** Cover letter and resume

Additional Information: website: www@seia.org

#### The Coalition on Human Needs

1120 Connecticut Avenue, NW, Suite 312

Washington, DC 20036

Phone: 202-223-2532

Fax: Website: www.chn.org

Contact Person: Ms. Maricela Donahue, Senior Policy Associate

**Organization Description:** The Coalition on Human Needs is an alliance of national organizations working together to promote public policies that addresses the needs of low income and other vulnerable populations.

**Internship Description:** The internship program is an opportunity to learn about a national advocacy organization, non-profit program management, the development of public policy and all aspects of Congressional Budget and Legislative processes. Interns research federal policy issues, write short memos, attend hearings and write articles.

# **Experiences Offered**

Regulatory Research: Economic Research:

Citizen Education: Lobbying:
Legal Research: Class Actions:
Community Organizing: Policy Research: X
Legislative Research: X
Government Relations: X
Individual Representation:

Other:

Academic Majors: Undergraduates: X Policy Graduate: X

Stipend Stipend Amount:

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: July Spring: November Summer: March

**Application Materials:** Resume, cover letter, brief writing sample and 3 references

# The Congressional Institute, Inc.

410 Wythe Street, Suite 103 Alexandria, VA 22314

Phone: 703-837-8812

Fax: 703-837-8817 Website: www.CongInst.org

**Contact Person:** Intern Coordinator

**Organization Description:** The Congressional Institute, a not for profit organization, is dedicated to helping members of Congress better serve the nation and to helping the public better understand policy debates of the work of Congress, through conferences, values-based research and their internet site.

**Internship Description:** Interns participate in all aspects of the organization from policy research, web research and design, and conference/meeting planning.

**Experiences Offered** 

Regulatory Research: X Economic Research: X

Citizen Education: Lobbying:
Legal Research: Class Actions:
Community Organizing: Policy Research: X
Legislative Research: X
Program Research:

Government Relations: X Individual Representation:

Other:

**Academic Majors:** 

Undergraduates: X Economics: X Policy Graduate: X

**Stipend:** X **Stipend Amount:** \$10.00 hour

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: Open Spring: Open Summer: Open

**Application Materials:** Resume, writing sample, references (include computer skills & experience) and application available on website.

Additional Information: Website: www.CongInst.org

#### The Heritage Foundation

214 Massachusetts Avenue, NE Washington, DC 20002

Phone: 202-608-6032 Fax: 202-608-6089

Website: www.heritage.org

**Contact Person:** Ms. Beth Tipps, Intern Coordinator

Organization Description: A conservative think tank founded to promote policies based on free enterprise, limited government, individual freedom, American values, and a strong defense. Internship Description: Internships vary depending on the department to which the participant is assigned. Departments offering internships include: Accounting, Asian Studies Center, Center for Data Analysis, Center for Legal and Judicial Studies, Communications, Development, Domestic Policy, Government Relations, Lectures and Seminars, and Special Events. Interns perform a variety of research and administrative assignments.

**Experiences Offered** 

Regulatory Research: X Economic Research: X

Citizen Education: Lobbying:
Legal Research: X Class Actions:
Community Organizing: Policy Research: X
Legislative Research: X
Program Research:

Government Relations: X Individual Representation:

Other:

Academic Majors: Undergraduates: X Economics: X

**Stipend:** X **Stipend Amount:** \$250/wk for 10 wks-summer

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: Rolling Spring: Rolling Summer: February 15

**Application Materials:** Complete on line application. Send resume, cover letter, writing sample, transcript and 2 letters of recommendation.

**Additional Information:** Stipend for academic year interns is \$50/week. Interns are encouraged to attend a wide variety of public lectures and conferences held at the Heritage.

# The Ocean Conservancy

2029 K Street, NW Washington, DC 20006

Phone: 202-429-5609

Fax: Website: <u>www.oceanconservancy.org</u>

**Contact Person:** Intern Coordinator

**Organization Description:** The Ocean Conservancy is a private, Non-profit environmental organization dedicated to the protection of marine environment and its wildlife. These goals are accomplished through public awareness and education, advocacy, grassroots activities and collaborative efforts with other organizations.

**Internship Description:** Internships are available in such areas as marine debris and entanglement, sea turtle conservation, marine biological diversity, press relations, development, membership and finance. Interns are expected to work for 3 months, preferably full time.

**Experiences Offered** 

Regulatory Research: X Economic Research:

Citizen Education:

Legal Research: X

Community Organizing:

Legislative Research: X

Lobbying: X

Class Actions

Policy Research: X

Program Research: X

Government Relations: Individual Representation:

Other:

**Academic Majors:** Undergraduates: X

**Stipend Amount:** 

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: Open Spring: Open Summer: Open

**Application Materials:** Resume and cover letter indicating area of interest

#### **The United States Conference of Mayors**

1620 I Street NW Washington, DC 20006

Phone: 202-861-6734

Fax: 202-293-2352 Website: www.usmayors.org

Contact Person: Ms Barbara Brown, Director of Human Resources

Organization Description: Nonpartisan organization that represents mayors of U.S. cities in

Washington, DC.

**Internship Description:** Student interns work on legislative and policy issue impacting cities and their mayors. Policy areas include education, workforce, health, transportation, housing, communications, energy and the environment. Interns are always needed.

# **Experiences Offered**

Regulatory Research: X Economic Research: X

Citizen Education:
Legal Research: X
Community Organizing: X
Legislative Research: X
Government Relations: X
Lobbying: X
Class Actions
Policy Research: X
Program Research: X
Individual Representation:

Other:

# **Academic Majors:**

Undergraduates: X Policy Graduate: X Other: Journalism

**Stipend Amount:** 

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** Fall: June

Spring: November Summer: April

**Application Materials:** Resume and writing sample.

#### The Urban Institute

2100 M Street NW Washington, DC 20037

Phone: 202-261-5292

Fax: 202-887-5189 Website: www.urban.org

Contact Person: Mr. Patrick Retton, Recruitment Specialist

**Organization Description:** The Urban Institute is a nonprofit public policy research organization whose staff investigates the social and economic problems confronting the nation and government policies and programs designed to alleviate them.

**Internship Description:** Interns assist senior researchers in quantitative projects related to public policy. Specific duties include conducting literature reviews, running canned statistical packages, assisting in survey work or telephone interviewing, and creating tables from research data.

**Experiences Offered** 

Regulatory Research: Economic Research: X

Citizen Education: Lobbying:
Legal Research: Class Actions:
Community Organizing: Policy Research: X
Legislative Research: Program Research: X
Government Relations: Individual Representation:

Other:

**Academic Majors:** 

Undergraduates: X Economics: X

Policy Graduate: X

Other: Statistics, Sociology

**Stipend:** X **Stipend Amount:** To be determined

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: Open Spring: Open Summer: Open

**Application Materials:** Cover Letter, Resume, Copies of most recent Transcript.

The Wildlife Society

5410 Grosvenor Lane Bethesda, MD 20814

Phone: 301-897-9770

Fax: 301-530-2471 Website: www.wildlife.org

Contact Person: Ms Laura Bies, Associate Director of Government Affairs

**Organization Description:** Non-partisan educational environmental organization which seeks to be a leader in the preservation of our environment.

**Internship Description:** Interns research conservation issues, prepare background information for use in testimony or comments, attend briefings, hearings. Internships are stipended and available for a six month period. Starting and ending dates are flexible. All internships are full time.

**Experiences Offered** 

Regulatory Research: Economic Research: X

Citizen Education: Lobbying: X
Legal Research: Class Actions:
Community Organizing: Policy Research: X
Legislative Research: X
Program Research:

Government Relations: X Individual Representation:

Other:

**Academic Majors:** Undergraduates: X

Law: X

Policy Graduate: X Other: Wildlife Bio/Mgt

Stipend: X Stipend Amount: \$1500 month

**Semesters Available:** 

Fall Spring: X Summer: X

**Deadlines:** 

Fall: Spring: Rolling Summer: Rolling

**Application Materials:** Cover Letter, Resume, Transcript, 2 writing samples (general & technical), 3 letters of reference.

#### **Trial Lawyers for Public Justice**

1717 Massachusetts Avenue, NW, Suite 800 Washington, DC 20036-2001

Phone: 202-797-8600

Fax: 202-232-7203 Website: www.tlpj.org

Contact Person: Ms. Adele P. Kimmel, Staff Attorney

**Organization Description:** Trial Lawyers for Public Justice is a national public interest law firm dedicated to using trial lawyer's skill and resources to advance the public good. TLPJ specializes in precedent setting and socially significant individual and class action litigation.

**Internship Description:** Interns have the opportunity to work closely with staff attorneys performing research and writing on major impact litigation. Interns must have completed their second year of law school. Interns are encouraged to obtain outside funding but a stipend is possible depending TLPJ's annual budget.

**Experiences Offered** 

Regulatory Research: Economic Research:

Citizen Education: Lobbying:

Legal Research: Class Actions:: X
Community Organizing: Policy Research:
Legislative Research: Program Research:

Government Relations: Individual Representation: X

Other: Impact Litigation

**Academic Majors:** 

Law. X

Stipend: X

Stipend Amount: Depend on budget

**Semesters Available:** 

Fall Spring Summer: X

**Deadlines:** 

Fall: September Spring: January Summer: January

**Application Materials:** Resume, cover letter, transcript, writing sample and list of two

references.

Additional Information: Website: www.TLPJ.ORG

#### **Trout Unlimited**

1500 Wilson Blvd, Suite 310 Arlington, VA 22209

Phone: 703-284-9410

Fax: Website: www.tu.org

**Contact Person:** Internship Program

**Organization Description:** Trout Unlimited is America's leading coldwater fisheries conservation organization. TU's 85,000 members are dedicated to the conservation, protection, and restoration of North America's trout, salmon and their watersheds.

**Internship Description:** Public Policy students work with TU's Director of Government Affairs on launching grassroots lobbying campaigns, and fighting or advocating legislation on Capitol Hill. Interested interns are encouraged to contact TU to see what may be available at any time.

#### **Experiences Offered**

Regulatory Research: Economic Research: X

Citizen Education: X Lobbying: X
Legal Research: X Class Actions
Community Organizing: X Policy Research: X
Legislative Research: X Program Research: X
Government Relations: X Individual Representation:

Other:

## Academic Majors:

Undergraduates: X

Law: X

Policy Graduate: X

Stipend: X Stipend Amount: \$1000 per month

#### **Semesters Available:**

Fall: X Spring: X Summer: X

#### **Deadlines:**

Fall: Open Spring: Open Summer: Open

**Application Materials:** Resume, Writing Samples, Cover Letter.

Additional Information: Website: www.tu.org No phone inquiries.

## U.S. Attorney's Office

555 4th Street, NW Room 5814 Washington, DC 20530

Phone: 202-616-0866

Fax: 202-307-3569 Website:

Contact Person: Ms. Cheryl Simms, Internship Coordinator

**Organization Description:** The U.S. Attorney's Office prosecutes federal crimes and represents the government in certain civil actions.

**Internship Description:** The office offers internships for law students and undergraduates assisting staff attorneys with case preparation and legal research and writing. School year interns must work at least 16 hours per week while summer interns are full time.

## **Experiences Offered**

Regulatory Research: Economic Research:

Citizen Education: Lobbying:
Legal Research: X Class Actions:
Community Organizing: Policy Research:
Legislative Research: Program Research:

Government Relations: Individual Representation:

Other:

## **Academic Majors:** Undergraduates: X

Law: X

#### **Stipend Stipend Amount:**

#### **Semesters Available:**

Fall: X Spring: X Summer: X

## **Deadlines:**

Fall: May

Spring: September Summer: February

**Application Materials:** Resume, cover letter and transcript.

## **U.S. Board of Veterans Appeals**

810 Vermont Avenue, NW-011W Washington, DC 20420

Phone: 202-565-6084

Fax: Website: www.va.gov

Contact Person: Mr. Kevin Taugher, Chief of Personnel

**Organization Description:** The Board of Veteran's Appeals issues appellate decisions in cases involving veteran's benefits and other matters within its jurisdiction.

**Internship Description:** Summer law clerks conduct research and draft tentative decisions for veteran's law judges.

**Experiences Offered** 

Regulatory Research: Economic Research:

Citizen Education: Lobbying: Legal Research: X Class Actions: Community Organizing: Policy Research: Legislative Research: Program Research:

Government Relations: Individual Representation:

Other:

**Academic Majors:** 

Law: X

Other: Prefer second year students

**Stipend Stipend Amount:** 

**Semesters Available:** 

Fall Spring

Summer: X

**Deadlines:** 

Fall: Spring:

Summer: February 15

**Application Materials:** Resume, Cover Letter, Writing Samples

## U.S. Committee for Refugees and Immigrants

2231 Crystal Drive, Suite 350 Arlington, VA 20036

Phone: 703-310-1130

Fax: 703-769-4241 Website: www.refugees.org

**Contact Person:** Internship Coordinator

**Organization Description:** USCRI strives to address the needs and rights of persons in forced or voluntary migration world wide by advancing fair and humane public policy, facilitating and providing direct professional services and promoting the full participation of migrants in community life.

**Internship Description:** USCRI offers internships in Web Design and Graphic Production, Development, Reception and Placement, Healthy Refugees-Healthy Families Government Relations, International Research and Advocacy and immigration interns with the National Center for Refugee and Immigrant Children.

## **Experiences Offered**

Regulatory Research: Economic Research: X

Citizen Education:

Legal Research: X

Community Organizing:

Legislative Research: X

Government Relations: X

Lobbying:

Class Actions:

Policy Research: X

Program Research: X

Individual Representation:

Other: Web Design, Fund Raising

**Academic Majors:** Undergraduates: X

Law: X

Policy Graduate: X

Stipend: X Stipend Amount:

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: Rolling Spring: Rolling Summer: Rolling

**Application Materials:** Resume, Cover Letter, Writing Sample and 3 References. Email

to apply-internships@uscridc.org

Additional Information: Web Site: www.refugees.org and www.refugeesusa.org

## U.S. Commission on International Religious Freedom

800 North Capitol Street, NW Suite 790

Washington, DC 20002

Phone: 202-523-3240 Fax: 202-523-5020

Website: www.uscirf.gov

Contact Person: Ms. Bridget Kustin, Internship Program

**Organization Description:** The USCIRF is a Commission established by Congress to investigate and report violations of religious freedom throughout the world.

**Internship Description:** Interns work in a variety of departments on part-time basis. Departments include communications, international law, policy, outreach and government relations.

**Experiences Offered** 

Regulatory Research: Economic Research:

Citizen Education: X Lobbying:
Legal Research: X Class Actions:
Community Organizing: Policy Research: X
Legislative Research: Program Research:

Government Relations: X Individual Representation:

Other:

**Academic Majors:** Undergraduates: X

Law: X

Policy Graduate: X

**Stipend Amount:** 

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: Open Spring: Open Summer: Open

**Application Materials:** Resume, cover letter and references.

## **U.S. Corporation for National Service**

1201 New York Avenue, NW Washington, DC 20525

Phone: 202-606-5000 Fax: 202-565-2787

Website: www.nationalservice.org

**Contact Person:** Internship Coordinator

**Organization Description:** The Corporation for National Service is a federal government corporation whose mission is to engage Americans of all backgrounds in service that addresses the nation's education, public safety, environmental and other human needs to achieve direct and demonstrable results and to encourage Americans to engage in such service.

**Internship Description:** The internship program is designed to give both undergraduates and graduate students the opportunity to engage in substantive research projects or special events coordination. Internships are available in a number of offices within the Corporation, including the Office of General Counsel, and the Office of Congressional Relations.

**Experiences Offered** 

Regulatory Research: X Economic Research: X

Citizen Education: Lobbying:
Legal Research: X Class Actions:
Community Organizing: Policy Research: X
Legislative Research: X Program Research:

Government Relations: X Individual Representation:

Other:

**Academic Majors:** 

Undergraduates: X Economics: X Law: X Policy Graduate:: X

Other: Education, Social Work

**Stipend Stipend Amount:** 

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: 2 months prior Spring: 2 months prior Summer: March

**Application Materials:** Resume and cover letter indicating office of interest.

**Additional Information:** A variety of other majors may be utilized in internships with this agency. Contact 202-606-5000 for more information.

## U.S. Court of Appeals for the District of Columbia Circuit, Legal Division

333 Constitution Ave NW, Room 3439

Washington, DC 20001

Phone: 202-216-7500

Fax: Website:

Contact Person: Ms Gail Reizenstein Haven, Assistant Director

**Organization Description:** The DC Circuit's Legal Division is the court's central legal staff.

**Internship Description:** Highly selective group of "alumna" who have served as interns, both during the summer and the school year. Usually interns have completed a minimum of one year of law school, with impeccable credentials. Interns are given a caseload and prepare and present legal memoranda to the three judge panel.

## **Experiences Offered**

Regulatory Research: X Economic Research:

Citizen Education: Lobbying:

Legal Research: X
Community Organizing:
Legislative Research: X
Class Actions:: X
Policy Research:
Program Research:

Government Relations: Individual Representation:

Other: All matters which could go before a federal court of appeals

#### **Academic Majors:**

Law: X

**Stipend Stipend Amount:** 

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: Rolling Spring: Rolling Summer: Rolling

**Application Materials:** Cover letter and resume. Transcript, writing sample, and references at interview time.

## **U.S. Department of Commerce**

24th and Constitution Avenue NW, Room 5875 Washington, DC 20230

Phone: 202-282-0490

Fax: Website: www.ogc.doc.gov

Contact Person: Mr. Ivan Grimes, Program and Management Analyst

**Organization Description:** The Office of General Counsel represents the Department's eight bureaus. The office's summer program offers law students an outstanding legal experience.

**Internship Description:** Internships are available in the following offices: Counsel for International Commerce, Counsel for Import Administration, Counsel for Regulation and Legislation, Counsel for NOAA, and other department offices.

## **Experiences Offered**

Regulatory Research: X Economic Research: X

Citizen Education:
Legal Research: X
Community Organizing:
Legislative Research: X
Covernment Relations:

Lobbying:
Class Actions:
Policy Research: X
Program Research: X
Individual Representation:

Other:

#### **Academic Majors:**

Law: X

Stipend: X Stipend Amount: Varies

**Semesters Available:** 

Fall Spring Summer: X

**Deadlines:** 

Fall: Spring:

Summer: January 15

**Application Materials:** Resume, cover letter, writing sample and transcript.

**U.S. Department of Defense Office of General Counsel** 

1600 Defense Pentagon Washington, DC 20301-1600

Phone:

Fax: Website:

Contact Person: Ms. Kimberly M. Guy, Legal Internship Coordinator

**Organization Description:** The Office of the General Counsel is the chief legal office in DOD. The Office is responsible for advising high level policy makers in the Office of Secretary of Defense. The issues considered by the office involve virtually all areas of the law, with particular focus on international relations, the Uniform Code of Military Justice, environmental law, property law, labor-management relations, security and intelligence.

**Internship Description:** Interns are given considerable responsibility and flexibility in their assignments. There are substantial opportunities to enhance research and drafting skills by working in close association with staff attorneys. Interns assist in drafting legislation, regulations, congressional testimony, litigation materials and legal opinions.

#### **Experiences Offered**

Regulatory Research: X Economic Research:

Citizen Education: Lobbying:
Legal Research: X Class Actions:
Community Organizing: Policy Research: X
Legislative Research: X Program Research:

Government Relations: X Individual Representation:

Other:

**Academic Majors:** 

Law: X

Stipend: X Stipend Amount: \$500/week

**Semesters Available:** 

Fall Spring Summer: X

**Deadlines:** 

Fall: Spring: Summer: November/January

**Application Materials:** Cover letter, Form 612, Resume, Transcript, and Writing Sample.

## **U.S. Department of Education Office of the General Counsel**

400 Maryland Avenue SW Washington, DC 20202-2110

Phone: 202-401-6000

Fax: 302-205-2689 Website: www.ed.gov/offices

Contact Person: Mr. Robert Wexler, Acting Chief of Staff

**Organization Description:** The Department assists State and local Governments in the effort to improve the quality of education at all levels and to promote equal access to education.

**Internship Description:** First and Second year law students are hired for the summer intern program. Interns may be assigned to work with one or more of the divisions in the office. This exposes the intern to a variety of legal and program areas of the General Counsel's work.

**Experiences Offered** 

Regulatory Research: X Economic Research: X

Citizen Education: X Lobbying:

Legal Research: X

Community Organizing:

Legislative Research: X

Government Relations: X

Class Actions:: X

Policy Research: X

Program Research: X

Individual Representation:

Other:

**Academic Majors:** 

Economics: X Law X

**Stipend:** X **Stipend Amount:** \$650 week summer only

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: April Spring: October Summer: November

**Application Materials:** Cover letter, Resume or OF-612, Law School Transcript and writing

samples.

## U.S. Department of Education-Office of Hearings and Appeals

U.S. Department of Education 600 Independence Avenue SW Washington, DC 20202-4533

Phone: 202-619-9700

Fax: 202-619-9726 Website: www.ed-oha.org

Contact Person: Mr Frank J. Furey, Director

**Organization Description:** OHA is comprised of the Office of Administrative Law Judges, the Office of Higher Education Appeals, and the Civil Rights Reviewing Authority. OHA constitutes the quasi-judicial arm of the US Dept of Education in cases involving civil rights, student financial assistance, and audit/recovery of funds.

**Internship Description:** The intern will research and draft decisions and orders for the Administrative Law Judge and the Administrative Judges who comprise the OHA judicial staff. During the summer, interns are asked to commit to 24-40 hours per week.

**Experiences Offered** 

Regulatory Research: Economic Research:

Citizen Education:
Legal Research: X
Community Organizing:
Legislative Research: X
Government Relations:

Lobbying:
Class Actions:
Policy Research:
Program Research: X
Individual Representation:

Other:

**Academic Majors:** 

Law: X

**Stipend Amount:** 

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: Open Spring: Open Summer: Open

**Application Materials:** Cover letter, updated resume, writing sample. 171-Form is optional.

**Additional Information:** Decisions on interns are usually made by April or May. Internships may be taken for academic credit.

## U.S. Department of Housing and Urban Development Offfice of General Counsel Honors Intern Program

451 7th Street, SW Washington, DC 20410

Phone: 202-708-0290

Fax: Website:

**Contact Person:** Legal Internship Coordinator

**Organization Description:** The Department of HUD is responsible for administering all federal housing and urban development programs. The Office of General Counsel provides legal opinions, advice and services with respect to all department programs. The office develops all HUD regulations and assists in the development new programs and policies.

**Internship Description:** The honors program serves as the primary recruitment program for new attorneys. Approximately, 6-12 internships are awarded annually. The internships are one year in duration in which the interns may be placed in the headquarters office or in field offices nationwide. Upon conclusion of the year internship, interns are eligible for conversion to full time government attorney status.

#### **Experiences Offered**

Regulatory Research: X Economic Research: X

Citizen Education:

Legal Research: X

Community Organizing:

Legislative Research: X

Government Relations:

Lobbying:

Class Actions:

Policy Research: X

Program Research: X

Individual Representation:

Other:

**Academic Majors:** 

Law: X

Stipend: X Stipend Amount: \$650/week

**Semesters Available:** 

Fall Spring Summer: X

**Deadlines:** 

Fall: Spring: Summer: November/February

**Application Materials:** SF-171, Honors application, transcript, writing sample.

## U.S. Department of Justice, Civil Division

PO Box 14660, Ben Franklin Station Washington, DC 20044-4660

Phone: 202-307-0261

Fax: 202-514-7968 Website: www.usdoj.gov/civil

Contact Person: Ms. Theresa Tenaglia, Personnel Management Branch

**Organization Description:** The Civil Division represents the United States, its departments and agencies, members of Congress and other federal employees in a wide range of litigation that spans the spectrum of government activities.

**Internship Description:** The Division hires 60 approximately volunteer interns during the summer and approximately 20 in the spring and fall. Interns perform research, draft motions, and assist attorneys in all phases of trial preparation.

**Experiences Offered** 

Regulatory Research: Economic Research:

Citizen Education: Lobbying:

Legal Research: X
Community Organizing:
Legislative Research: X
Class Actions:: X
Policy Research:
Program Research:

Government Relations: Individual Representation:

Other:

**Academic Majors:** 

Law: X

Stipend

**Stipend Amount:** 

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: Open Spring: Open Summer: March

Application Materials: Resume, cover letter, writing sample, and transcript. .Email

to civil.personnel@usdoj.gov

#### **U.S.** Department of State

2401 E Street, NW, 5th Floor Recruitment Division, SA-1 Washington, DC 20522

Phone: 202-261-8888

Fax: Website: www.careers.state.gov

**Contact Person:** Intern Coordinator

**Organization Description:** The Department of State is the international relations arm of the U.S. Government. The Department is responsible for formulating, implementing and supporting U.S. foreign policy.

**Internship Description:** The Department offers both domestic and overseas internships to undergraduate, graduate and law students. Interns learn firsthand about foreign affairs and are exposed to the challenging work of the Foreign Service. Some interns may write reports on human rights issues or assist in trade negotiations. Other may perform research on economic or environmental issues. Legal interns work directly with the Office of General Counsel.

**Experiences Offered** 

Regulatory Research: Economic Research: X

Citizen Education:

Legal Research: X

Community Organizing:

Legislative Research: X

Government Relations: X

Lobbying:

Class Actions:

Policy Research: X

Program Research: X

Individual Representation:

Other:

**Academic Majors:** 

Undergraduates: X Economics: X Law: X Policy Graduate:: X

Stipend

**Stipend Amount:** 

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: March Spring: July Summer: November

**Application Materials:** Apply on line

see http://www.careers.state.gov/apply/student internships.html

## **U.S. Federal Labor Relations Authority**

607 14th Street NW, Suite 430 Washington, DC 20424

Phone:

Fax: Website: www.flra.gov

**Contact Person:** Legal Internship Coordinator

**Organization Description:** The Federal Labor Relations Authority administers the labor-management relations statute and program throughout the Federal government.

**Internship Description:** LRA provides limited opportunities for part-time law clerk trainee positions for law school students. They hire as their work needs and budget allow. When these conditions are favorable, the agency can employ interns throughout the year. FLRA offers both paid and unpaid opportunities. Demonstrated ability to perform legal research and analysis and to communicate clearly and concisely are necessary. School curriculum and work experience in federal or public sector labor relations are desirable, but not necessary.

**Experiences Offered** 

Regulatory Research: Economic Research:

Citizen Education: Lobbying:
Legal Research: X Class Actions:
Community Organizing: Policy Research:
Legislative Research: X Program Research:

Government Relations: Individual Representation:

Other:

**Academic Majors:** 

Law: X

**Stipend:** X **Stipend Amount:** \$13/hour when available

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: Open Spring: Open Summer: Open

**Application Materials:** Resume with references, a current telephone number, copy of law school transcript, and the times available.

# **U.S. National Endowment for the Arts Office of General Counsel**

1100 Pennsylvania Avenue, Suite 518 Washington, DC 20506

Phone: 202-682-4518

Fax: 202-682-5572 Website: <a href="http://arts.endow.gov">http://arts.endow.gov</a>

**Contact Person:** Legal Internship Coordinator

**Organization Description:** The General Counsel's Office is responsible for providing legal advice to the endowment and responding to the day to day legal issues that arise within the agency.

**Internship Description:** Interns work closely with the counsel staff and with other Endowment staff particularly Congressional Liaison, Public Affairs and program offices. Tasks range from traditional legal research to researching and gathering materials for litigation, to assisting with the drafting of regulations, to working on legislative issues and preparing fact sheets on particular grant projects. Undergrads interested in other Endowment offices should apply to the Office of Human Resources, National Endowment for the Arts, 1100 Pennsylvania Avenue NW, Washington, DC 20506. Contact: Anita Green.

**Experiences Offered** 

Regulatory Research: X Economic Research: Citizen Education: Lobbying: Legal Research: X Class Actions:

Community Organizing: Policy Research: X Legislative Research: X Program Research: X Government Relations: X Individual Representation:

Other:

**Academic Majors:** 

Law: X

**Stipend** 

**Stipend Amount:** 

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: September 1 Spring: January 1 Summer: March 1

**Application Materials:** Resume, cover letter, writing sample and transcript.

**Additional Information:** All internship decisions are made on a rolling basis. This office only accepts law students. website: http://arts.endow.gov

#### **U.S.** National Endowment for the Humanities

1100 Pennsylvania Avenue, NW Washington, DC 20506

Phone: 202-606-8400

Fax: Website: www.neh.gov

**Contact Person:** Internship Coordinator

**Organization Description:** The Endowment seeks to enrich American life by promoting knowledge of human history, thought and culture throughout the nation. The endowment does this by providing grants for high quality humanities projects to institutions such as museums, archives, colleges, public radio and television stations and scholars.

**Internship Description:** The summer interns program provides under graduate students with the opportunity to observe close hand how a federal grant-making agency does business. Fellows are assigned to one office of the agency to assist in daily work and to undertake a special project.

**Experiences Offered** 

Regulatory Research: X Economic Research:

Citizen Education: Lobbying:
Legal Research: Class Actions:
Community Organizing: Policy Research:
Legislative Research: Program Research:

Government Relations: Individual Representation:

Other: Grant Making

**Academic Majors:** Undergraduates: X Economics: X

**Stipend:** X **Stipend Amount:** \$4,000 summer

**Semesters Available:** 

Fall Spring Summer: X

**Deadlines:** 

Fall: Spring: Summer: February

**Application Materials:** Application form, transcript and essay.

## **U.S. Nuclear Regulatory Commission Office of the General Counsel**

11555 Rockville Pike, Mail Stop 0-15 D21 Rockville, MD 20852

Phone: 301-415-1740 Fax: 301-415-3725

Website: www.nrc.gov

Contact Person: Mr. Stephen G. Burns, Deputy General Counsel

**Organization Description:** The NRC licenses and regulates the use of radioactive materials in electrical power, industrial, medical, academic and research applications. It also regulates the disposal of nuclear waste.

**Internship Description:** The Office of General Counsel offers internships for law students working directly under the supervision of staff attorneys. Students work directly with matters pending before the commission including nuclear power plant licensing, nuclear waste clean up, and enforcement of safety and environmental standards.

## **Experiences Offered**

Regulatory Research: X Economic Research:

Citizen Education: Lobbying:
Legal Research: X Class Actions:
Community Organizing: Policy Research: X
Legislative Research: X Program Research:

Government Relations: Individual Representation:

Other: Litigation

**Academic Majors:** 

Law: X

Stipend: X

**Stipend Amount:** GS-7 (year 1) GS-9 (year 2)

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: August 15 Spring: December 15 Summer: February 1

**Application Materials:** Resume, cover letter and writing sample. Email Application

to honorlaw@nrc.gov

## **U.S. Public Interest Research Group**

218 D Street, SE, 1st Floor Washington, DC 20003

Phone: 202-546-9707

Fax: Website: www.uspirg.org

Contact Person: Mr. Paul Carlson, Internship Coordinator

**Organization Description:** National lobbying and research office for state public interest research groups. The PIRGs have been advocating and organizing for public interest issues for 30 years. Among the issues they address are: protecting worker safety, political corruption, prescription drugs and voting rights.

**Internship Description:** Interns work one on one with full time advocates drafting reports, attending hearings and meetings, and researching legislative and regulatory policy. Interns also receive exposure to advocacy and lobbying.

## **Experiences Offered**

Regulatory Research: X Economic Research

Citizen Education: X Lobbying: X
Legal Research: X Class Actions
Community Organizing: Policy Research: X
Legislative Research: X Program Research:

Government Relations: X Individual Representation:

Other:

**Academic Majors:** 

Undergraduates: X
Law: X

Economics: X
Policy Graduate:: X

**Stipend Amount:** 

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: Early August Spring: Late November Summer: Mid March

**Application Materials:** Resume, cover letter and writing sample. For more information

email internships@pirg.org

#### U.S. Securities and Exchange Commission

6432 General Green Way Alexandria, VA 22312

Phone: 202-942-4069

Fax: Website:

**Contact Person:** Attorney Recruitment Coordinator

**Organization Description:** The SEC is a law enforcement and regulation agency. Although the Commission is a small agency by government standards its impact is large. SEC has a dynamic work force of more than 2700 people dedicated to keeping a watchful eye over the nation's securities markets and administering and enforcing federal securities laws.

**Internship Description:** Each year the SEC has a limited number of paid and unpaid positions available which offer students a challenging work and learning experience which the agency hopes will develop their interest in the Commission's activities and serve as a stimulus toward permanent employment. Positions available include Summer Law Student Positions, Student Observer Program, and the Summer Honors Program. There are also positions available in the 11 field offices. Please contact the address listed above for full details.

## **Experiences Offered**

Regulatory Research: X Economic Research:

Citizen Education: Lobbying:
Legal Research: X Class Actions:
Community Organizing: Policy Research:
Legislative Research: Program Research: X
Government Relations: Individual Representation:

Other:

**Academic Majors:** 

Law: X

**Stipend Amount:** 

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: February 8 Spring: Summer:

**Application Materials:** Resume, cover letter, law school transcript, 5-10 page writing sample, names and addresses of 3 references.

**Additional Information:** Each position has separate application procedures. Request their application packet which includes "Legal Opportunities at SEC".

#### **United States Chamber of Commerce**

1615 H Street NW Washington, DC 20062

Phone: 202-463-5391

Fax: Website: www.uschamber.org

Contact Person: , Fellowship Coordinator-Human Resources

**Organization Description:** The U.S. Chamber of Commerce is the world's largest business federation, representing an underlying membership of more than three million businesses and organizations of every size, sector and region. At home and abroad they champion the principles of private enterprise.

**Internship Description:** The Chamber offers a wide variety or internship opportunities on a year-round basis. Internships offer meaningful work experiences designed to meet the academic and career goals of the intern. All internships are unpaid.

## **Experiences Offered**

Regulatory Research: X Economic Research: X

Citizen Education: X Lobbying: X
Legal Research: X Class Actions: X
Community Organizing: X Policy Research: X
Legislative Research: X Program Research: X

Government Relations: X Individual Representation: X

Other:

**Academic Majors:** 

Undergraduates: X
Law: X

Economics: X
Policy Graduate:: X

## Stipend Stipend Amount:

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: May 31 Spring: November 30 Summer: March 30

**Application Materials:** Cover letter, resume, writing sample, academic letter of recommendation, and application.

**Additional Information:** The Chamber will pay the intern \$4.50 per day to help with travel expenses.

#### **United States-China Business Council**

1818 N Street, NW, Suite 200 Washington, DC 20036

Phone: 202-429-0340

Fax: 202-775-2476 Website: www.uschina.org

**Contact Person:** Internship Coordinator

**Organization Description:** The U.S.-China Business Council is a private, non-profit non-partisan membership association of U.S. business and professional firms doing business in or investing in the People's Republic of China.

**Internship Description:** Internships are most often available (a) in economic, business and trade policy research supporting member requests for information and advice and (b) in legislative affairs, monitoring and reporting to the membership on legislative developments in Congress. Occasionally, the Programs staff offers an internship to help plan and conduct Council programs.

**Experiences Offered** 

Regulatory Research: Economic Research: X Citizen Education: Lobbying: X Legal Research: X Class Actions

Community Organizing: Policy Research: X Legislative Research: X Program Research: X Government Relations: X Individual Representation:

Other:

**Academic Majors:** 

Undergraduates: X Economics: X

Policy Graduate: X

Other: Int'l Relations, Bus

Stipend: X Stipend Amount: Limited stipend.

**Semesters Available:** 

Fall Spring: X Summer: X

**Deadlines:** 

Fall: Open Spring: Open Summer: Open

**Application Materials:** Apply by sending resume, writing sample and cover letter.

Additional Information: See www.uschina.org for updated information and application

requirements.

#### Vietnam Veterans of America

8605 Cameron Street, Suite 400 Silver Spring, MD 20910

Phone: 301-585-4000

Fax: Website: www.vva.org

**Contact Person:** Internship Coordinator

**Organization Description:** Vietnam Veterans of America is a non-profit veterans service

organization.

**Internship Description:** Internships are available for students under the supervision of the

attorney or government relations professional.

**Experiences Offered** 

Regulatory Research: Economic Research:

Citizen Education: Lobbying: X
Legal Research: X
Community Organizing: Policy Research: X
Legislative Research: X
Program Research: X

Government Relations: X Individual Representation: X

Other:

**Academic Majors:** Undergraduates: X

Law: X

## **Stipend Stipend Amount:**

#### **Semesters Available:**

Fall: X Spring: X Summer: X

## **Deadlines:**

Fall: September 1 Spring: January 1 Summer: June 1

**Application Materials:** Cover letter and resume

**Violence Policy Center** 

1730 Rhode Island Avenue NW, Suite 1014

Washington, DC 20036

Phone: 202-822-8200

Fax: 202-822-8205 Website: www.vpc.org

Contact Person: , Internship Coordinator

**Organization Description:** VPC is a national nonprofit educational foundation that conducts research on firearms violence in the United States. VPC works to develop violence-reduction policies and proposals. They also explore the firearms debate in America through research on firearms violence, its effects, and alternative approaches to decrease it.

**Internship Description:** Three month intern programs are available. Full time positions (30 hrs per week) are preferred. This program is open to undergraduate, graduate, and law students and almost always has openings. Strong research and writing skills are necessary as well as an ability to work independently. Part time interns are unpaid. \$200 per week is available for full time interns. All intern contributions to publications are cited.

**Experiences Offered** 

Regulatory Research: Economic Research:

Citizen Education: Lobbying: X Legal Research: X Class Actions

Community Organizing: Policy Research: X
Legislative Research: X
Program Research:

Government Relations: Individual Representation:

Other:

**Academic Majors:** Undergraduates: X

Law: X

Policy Graduate: X

**Stipend:** X **Stipend Amount:** \$200/wk for fulltime intern

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: Open Spring: Open Summer: Open

**Application Materials:** Send cover letter and resume.

#### **Voices on the Border**

3321 12th Street NE Washington, DC 20017

Phone: 202-529-2912

Fax: Website: www.votb.org

Contact Person: Mr. Thomas Hughes, Executive Director

**Organization Description:** VOTB supports sustainable and equitable development in El Salvador through long tern community partnerships.

**Internship Description:** Interns work directly with the Executive Director on major projects, Interns are given a great deal of flexibility and autonomy. Law students advocate for social justice in marginalized communities in El Salvador.

## **Experiences Offered**

Regulatory Research: Economic Research: X

Citizen Education: X Lobbying: X
Legal Research: X Class Actions
Community Organizing: X Policy Research: X
Legislative Research: Program Research:

Government Relations: Individual Representation:

Other:

## **Academic Majors:** Undergraduates: X

Law: X

Policy Graduate: X

#### **Stipend Stipend Amount:**

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: August 1

Spring: November 1 Summer: April 1

**Application Materials:** Cover letter, resume and writing sample.

## **Washington Institute for Near East Policy**

1828 L Street, Suite 1050 Washington, DC 20036

Phone: 202-452-0650

Fax: 202-223-5364 Website: www.washingtoninstitute.org

**Contact Person:** Internship Coordinator

**Organization Description:** Founded in 1985, The Washington Institute for Near East Policy is a public educational foundation dedicated to scholarly research and informed debate on U.S. interests in the Middle East.

**Internship Description:** The Institute offers both Research Assistantships for graduate students and research and development internships for undergraduates. Research interns provide administrative and research support for Institute staff. Development interns work in fund raising and non-profit management.

#### **Experiences Offered**

Regulatory Research: Economic Research:

Citizen Education: Lobbying:
Legal Research: Class Actions:
Community Organizing: Policy Research: X
Legislative Research: Program Research:

Government Relations: X Individual Representation:

Other: Foreign Policy Analysis

#### **Academic Majors:**

Undergraduates: X Economics: X

Policy Graduate: X Other: Mid-East Affairs

**Stipend Amount:** Stipend for Graduate Students

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: July 1 Spring: January 1 Summer: March 1

**Application Materials:** Cover letter, resume and 2 letters of recommendation.

## **Washington Legal Clinic for the Homeless**

1200 U Street, NW Washington, DC 20009

Phone: 202-872-1494

Fax: Website: www.legalclinic.org

**Contact Person:** Ms Amber Harding, Staff Attorney

**Organization Description:** The Legal Clinic provides direct individual representation to homeless clients in a variety of public benefits, shelter, public housing, and other civil matters. Representation is provided primarily by their network of over 200 volunteer attorneys through intake at shelters, soup kitchens, and day programs. The Legal Clinic also engages in systemic advocacy including coalition building, community organizing and class action litigation.

**Internship Description:** Interns work along with the staff in providing direct representation to homeless individuals and families and in supporting their volunteers. Interns have participated in some of the Legal Clinic's coalition and community work and class action litigation. Interns must have completed at least one year of law school.

**Experiences Offered** 

Regulatory Research: Economic Research: Citizen Education: X
Lobbying: Legal Research: Class Actions:: X
Community Organizing: X Policy Research: Legislative Research:

Program Research: Government Relations: X Individual Representation: X.

Other:

**Academic Majors:** 

Law. X

**Stipend Amount:** 

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** Fall: July

Spring: November Summer: March

**Application Materials:** Resume with cover letter describing interest.

## Whitman-Walker Clinic, Legal Services Department

1701 14th Street NW Washington, DC 20009

Phone: 202-939-7627

Fax: 202-939-7651 Website: www.wwc.org

Contact Person: Mr. Todd Pilcher, Senior Managing Attorney

**Organization Description:** The Legal Services Department, part of the oldest and largest community-based AIDS services agency in Washington, DC, provides free legal services for people with AIDS or HIV disease. They assist with public benefits, insurance, discrimination, estate planning, immigration, and child custody.

**Internship Description:** Legal Interns provide direct representation and referral to pro bono attorneys. Law students intern under the direct supervision of staff attorneys. Interns assist with the following: client interviews, drafting legal memoranda, departmental publications, and general administrative tasks.

**Experiences Offered** 

Regulatory Research: Economic Research:

Citizen Education: Lobbying:
Legal Research: X Class Actions:
Community Organizing: Policy Research:
Legislative Research: Program Research:

Government Relations: Individual Representation: X

Other:

**Academic Majors:** 

Law: X

**Stipend Amount:** 

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: Mid -August Spring: Mid-October Summer: Mid-September

**Application Materials:** Resume, References, and a writing sample.

#### **Witness For Peace**

3628 12th Street NE, First Floor Washington, DC 20017

Phone: 202-547-6112 Fax: 202-547-6103

Website: www.witnessforpeace.org

**Contact Person:** Internship Program

**Organization Description:** Witness for Peace is a grassroots, politically independent, non-profit, human rights and economic justice organization dedicated to the principals of non-violence. Its mission is to change those United States foreign and economic policies that contribute to poverty and oppression in Latin America.

**Internship Description:** Interns may work with development of databases of activists, working on campaigns, researching fundraising opportunities, researching and writing for newsletters, and updating educational materials.

**Experiences Offered** 

Regulatory Research: Economic Research: X

Citizen Education: X Lobbying: X
Legal Research: Class Actions:
Community Organizing: Policy Research: X
Legislative Research: X
Government Relations: Individual Representation:

Other:

**Academic Majors:** Undergraduates: X

Economics: X Policy Graduate: X

**Stipend Amount:** 

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: Open Spring: Open Summer: Open

**Application Materials:** Resume and cover letter

## **Women Empowered Against Violence**

1111 16th Street, NW, Suite 200 Washington, DC 20036

Phone: 202-452-9550

Fax: 202-452-8255 Website: www.weaveincorp.org

Contact Person: Ms. Ashley Stingle, Volunteer & Outreach Coordinator

**Organization Description:** Women Empowered Against Violence (WEAVE) provides free or low cost legal services to victims of domestic violence, largely consisting of direct representation for restraining order hearings, divorce, and custody proceedings.

**Internship Description:** Legal intern directly assists the attorneys on staff. The duties consist of interviewing clients and witnesses, preparing court documents, gathering evidence, attending hearings, conducting legal research and performing general office duties.

**Experiences Offered** 

Regulatory Research: Economic Research:

Citizen Education: Lobbying:
Legal Research: X Class Actions:
Community Organizing: X
Legislative Research: Program Research:

Government Relations: Individual Representation: X

Other:

**Academic Majors:** 

Law: X

Stipend Stipend Amount:

#### **Semesters Available:**

Fall: X Spring: X Summer: X

#### **Deadlines:**

Fall: August 31 Spring: December 31 Summer: May 15

**Application Materials:** Resume, list of references, and short (10 pages or less) writing sample.

#### Women Work!

The National Network for Women's Employment 1625 K Street NW, Suite 300 Washington, DC 20006

Phone: 202-467-6346

Fax: 202-467-6346 Website: www.womenwork.org

Contact Person: Ms. Helen Luryi, Public Policy Manager

**Organization Description:** Women Work! The National Network for Women's Employment is a membership organization, rooted in the Displaced Homemakers Movement, dedicated to empowering women from diverse backgrounds and assisting them to achieve economic self-sufficiency through job readiness, education, training, and employment.

**Internship Description:** Interns have an opportunity to experience the federal policy process first hand and to contribute substantively to the work of a small and dedicated national staff.

## **Experiences Offered**

Regulatory Research: X Economic Research: X

Citizen Education:
Legal Research:
Community Organizing: X
Legislative Research: X
Government Relations: X

Lobbying:
Class Actions:
Policy Research: X
Program Research: X
Individual Representation:

Other: Coalition Building

#### **Academic Majors:**

Undergraduates: X Economics: X

Policy Graduate: X Other: Women's Studies

## Stipend

#### **Stipend Amount:**

#### **Semesters Available:**

Fall: X Spring: X Summer: X

#### **Deadlines:**

Fall: July 15

Spring: November 1 Summer: April 1

**Application Materials:** Cover letter, resume and writing sample.

**Additional Information:** Both full time (40 hours) and part time internships may be available.

## **Women's Campaign Forum**

734 15th Street NW Suite 500 Washington, DC 20005

Phone: 202393-8164

Fax: Website:

Contact Person: Ms. Tonya Batalska, Operations Manager

**Organization Description:** WCT proudly advocates for women's participation in public life, educates women to be more effective political participants and donates support to pro choice women candidates for public office.

**Internship Description:** In addition to providing administrative support, interns gain exposure to all aspects of the organization and the political process. Interns gain experience in Candidate Research, Communications, Foundation Research and Writing and Event Planning.

## **Experiences Offered**

Regulatory Research: X Economic Research:

Citizen Education: Lobbying:
Legal Research: X Class Actions:
Community Organizing: Policy Research: X
Legislative Research: X Program Research: X
Government Relations: X Individual Representation:

Other:

## **Academic Majors:**

Undergraduates: X Policy Graduate: X

#### **Stipend Stipend Amount:**

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: August 1 Spring: December 1 Summer: April 1

**Application Materials:** Resume and cover letter

#### Women's Research & Education Institute

1828 L Street, NW, Suite 801 Washington, DC 20036

Phone: 202-332-2275

Fax: 202-332-2949 Website: www.wrei.org

Contact Person: Ms. Susan Scanlan, President

**Organization Description:** Currently the Women's Research and Education Institute is accepting applications for the Congressional Fellowships on Women and Public Policy Program. The Congressional Fellowship Program is an annual fellowship program that places 7-10 graduate students in congressional offices and on strategic committee staffs.

**Internship Description:** Students should request applications by sending a self-addressed stamped, business size envelope. Orientation is in January with assignments beginning in February and continuing through August. A one week vacation is granted in mid-semester (April-May). Students must already be enrolled in a graduate program or recently graduated from an MA or Ph.D program at an American University to apply. Fellows work 40hr/ week.

## **Experiences Offered**

Regulatory Research: Economic Research: X

Citizen Education: Lobbying: X
Legal Research: X
Community Organizing: Policy Research: X
Legislative Research: X
Program Research:

Government Relations: X Individual Representation:

Other: Congressional Relations

#### **Academic Majors:**

Law: X

Policy Graduate: X

Other: All majors accepted

Stipend: X Stipend Amount: \$1450 per month

**Semesters Available:** 

Fall: X Spring: X Summer: X

**Deadlines:** 

Fall: June 1 Spring: November 1 Summer: April 1

**Application Materials:** One original and three copies of the application and supporting materials. See <a href="https://www.wrei.org/fellows.htm">www.wrei.org/fellows.htm</a>