

RIPPAC Internship Guide – Summer 2024

Please complete and EMAIL to: **RIPPAC@rowan.edu**

Name of Company / Association / Organization Legislative District One (Vineland Office Sen. Testa)
Internship Coordinator Tyler Grant Coordinator's Phone / Email TGrant@njleg.org 609-778-2012
Location of Main Office Vineland, NJ # of Summer 2024 Interns Accepted 1-2

Where will the internship be done?

In the main office Remotely (student works from home) Combo At-home & In-Office

Dates / Length of Summer 2024 Internship Flexible to collegeiate schedule Required Hours/Week Flexible

Is there some type of salary or stipend? No If so, how much? N/A

What is the application process? *(Please include deadlines & other requirements. Feel free to attach additional pages)*
Please provide a resume, writing sample and brief letter of interest explaining why you wish to intern in our legislative office.

We are glad to begin accepting applications immediately.

Intern work areas: Clerical Research Errands Organizing

Please explain the work that will be required of the intern: Perform clerical duties assist with constituent casework, conduct legislative research.

Will there be opportunities for the intern to observe:

Internal strategy sessions? Legislative sessions? Committee hearings?

Is the intern expected to work evenings and weekends? If so, please explain. No

Do you have any suggestions for the applicants? *(Please use additional pages if necessary)*