



**Rowan Institute for Public Policy & Citizenship**  
 College of Humanities & Social Sciences  
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## RIPPAC Internship Guide – Summer 2024

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

Name of Company / Association / Organization Senator Owen  
 Henry\_\_\_\_\_

Internship Coordinator \_Kelly Yaede\_\_\_\_\_ Coordinator’s Phone / Email \_\_\_\_\_732-607-  
 7580\_\_\_\_\_

Location of Main Office 2501 Highway 516, Old Bridge NJ\_\_\_\_\_ # of Summer 2024  
 Interns Accepted \_\_\_\_\_

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 Opportunities  
 from May through August\_\_\_\_\_ Required Hours/Week \_\_\_\_\_

Is there some type of salary or stipend?  NO.\_\_\_\_\_ If so, how much?  
 \_\_\_\_\_

What is the application process? *(Please include deadlines & other requirements. Feel free to attach additional pages)*

\_Send resume, Meet with Kelly Yaede/Senator  
 Henry\_\_\_\_\_

Intern work areas:    Clerical     Research     Errands     Organizing

Please explain the work that will be required of the intern: \_Odd and ends, clerical word, light  
 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.\_\_\_\_\_

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

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