



Department of Planning, Public Policy and Management Internship Posting

Organization Information

Name of Organization	Office of Congressman David Wu
Street Address	2338 Rayburn Building
City, State Zip Code	Washington, DC 20515
Web Site	

Contact Information

Site Supervisor & Title	Scott Olson Legislative Assistant/Internship Coordinator
Work Phone	202-225-0855
E-mail Address	scott.olson2@mail.house.gov

Description of Organization:

N/A

Internship Description:

Interns assist staff with constituent services, administrative tasks, public policy research, and more.

Minimum Qualifications: Describe the knowledge and skills required. Indicate if a particular skill is preferred or required.

Applicants must have strong written and oral communication skills. Ideal candidates can work three or more days a week. We accept students receiving school credit as well as graduates seeking work experience. Northwest ties a plus, but not required.

Start Date: 1/7/08, flexible duration.

Hours: The academic term is 10 weeks.

Anticipated hours/week: 24-40

Pay: Indicate if internship is paid and whether the pay is an hourly wage or stipend.

Yes

Hourly Wage:

Stipend:

No

Term of Internship: Internships are offered on an academic term basis. Students secure their placements in the term prior to the start of the internship. Indicate the academic term(s) or “ongoing” if the internship is continually available.

Fall (Aug. 15) Winter (Nov. 15) Spring (Feb. 15) Summer (May 15) Ongoing

Student Application Procedure & Deadline

E-mail résumé to site supervisor

Phone call to site supervisor

Other:

Please fax cover letter and resume to 202-225-9497

Application Deadline: Applications Accepted
Until: Dec 31, 2007