

## Arizona State Legislative Internship Program General Information

### Program Overview

The Legislative Internship is offered during the spring semester, from January through May. Interns are placed in various positions at the Arizona State Senate or House of Representatives. Interns may also be selected to work in the **Governor's Office** or with the **Supreme Court**.

Interns receive a stipend of \$4,700, a tuition/fee waiver and earn 12 hours of undergraduate upper division credit or 9 hours of graduate credit upon successful completion of the internship.

Students from outside Maricopa County are eligible to apply for reimbursement of qualified relocation expenses, with receipts.

### Description of Position

Duties include conducting research; writing summaries of bills; attending committee hearings; presenting bills in committees and caucus; preparing amendments; and communicating with legislators, liaisons of state agencies, lobbyists, constituents and members of the general public. Interns are supervised and mentored by a legislative staff person. Specific duties vary, depending on intern assignments.

### What is different about being an intern in the Senate or House of Representatives?

Interns may be placed in the Legislature, Governor's Office or Supreme Court. However, all three placements are LEGISLATIVE internships. This means that interns in the Senate and House are in the midst of the action, taking part in the crafting of legislation. Interns placed in the other branches observe this work.

The Senate and House each select approximately 20 interns. They analyze public policy either with a subject-area committee or the offices of the Republican Staff or Democratic Staff.

Senate and House interns participate directly in the legislative process, rather than monitoring the process as observers.

### Requirements

#### *Eligibility*

Applicants must be candidates for a Bachelor's or Master's degree at one of Arizona's participating universities and have a cumulative GPA of 3.0 or higher at the time of application.

Candidates for a Bachelor's degree must have at least 75 hours at the end of the fall semester prior to the internship. Individual universities may have additional eligibility requirements, please **[contact your university coordinator](#)** for information."

#### *Qualifications*

The position requires communication and writing skills, the ability to work in a team setting and self-starting independence.

Interns do not have to be political science majors or know anything about the legislative process; your supervisors will teach you everything you need to know. The most important attributes of an intern are enthusiasm, a willingness to learn through hands-on experience, and interest in the legislative process. Students from all academic disciplines are encouraged to apply.

### Frequently Asked Questions

<http://www.azleg.gov/azleginternships/>

<https://www.facebook.com/AZLegislativeInternship>

### **Do I have to know about the government or be a political science major?**

No! Students from all majors and disciplines are encouraged to apply. Former interns' majors have included communications, religious studies, ecology and evolutionary biology, economics, finance, media arts and psychology, among others. Legislative Staff trains, supervises and mentors interns at all times.

### **What is the selection process?**

There are two rounds of panel interviews. Campus interviews are conducted in October to determine which candidates will be interviewed at the State Capitol by the Legislative Selection Committee. Interviews at the State Capitol are the last week in October. Interns are selected and notified in November.

### **How many interns are hired?**

There are between 40 and 50 interns who serve in various capacities at the Senate and House of Representatives.

### **How long does the internship last and do I get paid?**

The internship lasts for 18 weeks during the spring semester, beginning the first week of January. Interns receive a \$4,700 stipend, plus a tuition/fee waiver and credit hours. Students from outside Maricopa County may be eligible for reimbursement of moving expenses up to \$500.

### **What are the working hours for the internship?**

Interns normally begin work at 8:00 a.m. and work until 5:00 p.m. or until their work is complete, whichever is later. Interns generally work long hours, so additional coursework and second jobs are not encouraged.

### **Does the Legislature set up my housing?**

No. Reimbursement of up to \$500 is available for students from outside Maricopa County, but interns are responsible for setting up their own housing.

### **Are there job opportunities?**

Yes! Many former interns have succeeded in obtaining positions at various state agencies, with lobbying groups, law firms and the private sector. Several former interns are currently on permanent staff with the House of Representatives and the Senate and some have gone to various federal agencies in Washington, D.C.

### **How do former interns describe the experience?**

*"The Arizona State Legislative internship was one of the greatest experiences of my college career."*

*"...way more than I expected... an invaluable experience."*

*"This exclusive internship gives a great inside view to state policymaking..."*

*"I didn't feel like an intern. I felt like a member of a team..."*

*"...the experiences I had, the skills I gained, and just participating so hands-on in the legislative process has really positively impacted my life."*

*"I learned more about the inner workings of government during this program than I ever could have in a classroom setting."*

### **How do I apply?**

Contact your university coordinator for more information. Their contact information can be found on the [Contacts page](#) or below:

#### **Arizona State University**

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