SUMMER INTERNSHIP

Join State Representative Laura Faver Dias' Summer Internship Program

- Paid District Office internship or earn class credit
- Open to high school and college students
- Email resume & cover letter to info@repfaverdias.com

LAURA FAVER DIAS
STATE REPRESENTATIVE ★ DISTRICT 62

RESPONSIBILITIES & EXPECTATIONS

The internship has both expectations and responsibilities, while allowing for individualized exploration of areas of the interns' interests.

Internships are ~10 hours a week during business hours, with the occasional evening or weekend event if the interns' schedule allows. The normal hours of operation are 8 AM - 4 PM Monday-Thursday, and virtual on Friday. The days and hours of interns' schedules will be worked out before they start, and our office is flexible to requests. Interns will always be supervised by at least one other senior staff member in the office at all times.

Responsibilities day to day may include: Answering constituent calls or walk-ins, managing the official email account and responding to advocates, constituents, and community members, assisting in planning constituent outreach events such as seminars, trainings, job fairs, etc., attending and representing the OSRLFD at community events such as farmer's markets and satellite office hours at the libraries, creating social media posts for upcoming events, and researching local events for the OSRLFD to attend.

Other opportunities for development may include: Mini-seminars are various topics involving state government such as legislation, state agencies, working with local officials, etc., and independent research opportunities for interns to propose legislation ideas to Rep. Faver Dias for consideration.

***Our office values professional development and mentorship, and we're happy to give interns information and experience with particular areas of government that they're interested in. Those opportunities can be discussed during the interviews and start of the internship.**

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