JOHNNY ISAKSON

UNITED STATES SENATOR · GEORGIA

INTERN APPLICATION

Senator Isakson's intern program is an opportunity for college students to spend a fall or spring semester or six weeks in the summer at either our Washington, DC or Atlanta, Georgia, office. Interns learn about the workings of the United States Senate, Senator Isakson's office, and federal legislation that affects Georgians. We select between 4-8 interns for our DC program and 2-5 for our Atlanta program based on the strengths of their applications, resumes, and interviews.

Interns in our DC office will be assigned to one of three areas, constituent services, press/scheduling, or legislative services, during their time in the office but will also be expected to help in whatever capacity is needed. Interns will work with staff members to respond to the needs of Georgia's constituents. **Interns in our DC office must be at least 21 years old at the start of their internship. Interns in our Atlanta office must be at least 18 years old at the start of their internship and current freshmen in college. All internships are unpaid.**

We are looking for mature and responsible applicants who are eager to show initiative and who will make the most of their opportunities as interns. We expect our interns to take their jobs seriously and to ensure that their actions inside and outside the office always reflect positively on Georgia and the Senator.

Senator Johnny Isakson Intern Application

Personal Information

Full Name: _____

Mailing Address: _____

_____

Phone: _____

Cell Phone: _____

Email: _____

Hometown: _____

Birth Date: _____

Permanent Address: _____

_____

Educational History

College/University: _____

Graduation Date (Expected):_____ G.P.A. _____

Major(s):_____ Minor(s):_____

High School: _____

Year of Graduation: _____

Post Doctorate (if applicable): _____

Graduation Date (Expected): _____

INTERNSHIP DATES:

Please indicate the period(s) for which you are applying. If you are applying for more than one period, please rank your order of preference:

☐ **Spring** /January 6-May 9, 2014 ☐ **Summer I** /May 12-June 20, 2014

☐ **Summer II** /June 23 -August 1, 2014 ☐ **Fall**/August -December 12, 2014

***The fall 2014 Atlanta session will begin on August 4th.**
***The fall 2014 DC session will begin on August 25th.**

Preference for internship location: (Check One)

☐Atlanta Office ☐D.C. Office ☐Either Office

Preferred Schedule (Check One):

☐Full-time ☐Part-time

If part-time, please list days available: _____

All internships are unpaid. Interns are expected to cover their own housing and transportation costs. Parking is limited on Capitol Hill and interns are discouraged from having a car while living in DC. A list of housing information is available on our website and we would be happy to answer any housing questions.

DC Applicants only:

Please rank in order your top three (3) preferences for intern job assignment:

☐Constituent Services ☐Press/Scheduling ☐Legislative

Note: Interns are exposed to a variety of work situations, but we cannot guarantee certain assignments. By returning this form, you acknowledge your willingness to participate in any job assigned. All interns will serve in an unpaid status.

Please provide contact information for three personal (but not related to you) or professional references:

- _____
  _____
- _____
  _____
- _____
  _____

Do you expect to receive academic credit for this internship?

☐Yes ☐No

What do you plan to take away from this experience that fits your long-term goals or career objectives?

Teamwork is a necessity in our office. What unique skills and experience can you bring as a team member?

I certify that my answers are true and complete to the best of my knowledge. I understand that false or misleading information in my application or interview may result in my dismissal from the office.

Signature: _____ Date: _____

Please submit your resume and this completed form by the deadline either by fax to (770) 661-0768 or by email to maureen_rhodes@isakson.senate.gov. (Email is preferred)

DEADLINE: Applications must be received no later than the deadline listed for each session on the website. **Applications received after the deadline will not be considered.**

INTERVIEWS: Required interviews for candidates will be scheduled by the intern coordinator. The interviews will be conducted over the phone or in person, depending on location and scheduling.

If you have any questions, please contact Ms. Maureen Rhodes, Intern Coordinator, at (770) 661-0999.