Program
Interns spend winter quarter or spring semester working in Olympia as staff for members of the Washington State House of Representatives or Senate. In addition to their office work, interns participate in weekly academic seminars and workshops. The seminars include meeting with state officials, as well as panel discussions. In the workshops, interns take part in a budget exercise, mock hearing, and mock floor debate. They learn parliamentary procedure and how to write for the Legislature. Additionally, interns have the opportunity to shadow an elected official or administrator of a state agency and learn about his/her job.

Duties
- Conducting legislative research
- Bill tracking
- Attending hearings and meetings
- Corresponding with constituents
- Office duties

Eligibility
- Juniors and seniors, of all ages, from four-year universities and colleges in Washington
- All majors and disciplines
- Must register for undergraduate academic credit
- Must comply with school or departmental qualifications and requirements (Some schools have a pre-selection process. Check with your school.)

Requirements
Strong applicants will have:
- A strong desire to learn about public policy and the legislative process.
- Good written and oral communication skills
- Strong analytical and research skills
- Strong work ethic
- Mature judgment
- Ability to handle a fast-paced environment

Compensation and Credit
Interns receive monthly compensation to offset the expenses associated with the internship, and academic credit from their schools. The amount of credit to be earned and other academic requirements are determined by the schools.

Housing and Transportation
Interns are responsible for making their own arrangements. However, Olympia has plentiful housing during session and finding reasonable accommodations is usually not a problem. A list of available housing is provided. Olympia also has a public transportation system. Interns not using capitol campus parking are eligible for a bus pass. Carpoolls are often arranged among interns and other session staff.

Session Dates
The internship begins in early January with an orientation. In even-numbered years, session lasts 60 days, and in odd-numbered years, 105 days. Subject to legislative approval, students may be able to stay beyond winter quarter during the 105-day session.
Application Process
- Applications available online at www.leg.wa.gov/internships
- Due October 30th each year (school deadlines may vary)
- One application applies to both House and Senate
- Applications must include an application form with faculty sponsor information, a current resume, an academic recommendation from a faculty member, a character recommendation from someone who knows you well, and an essay (see application)
- All applicants are interviewed by House and Senate Coordinators in November

For More Information
Washington State Legislature
Web Site: www.leg.wa.gov/internships
House Intern Coordinator: 360-786-7993
Senate Intern Coordinator: 360-786-7451

Your College Campus
Check with your school's career development center, internship coordinator(s) or political science department for specific internship requirements.