

Valley Legislative Intern Scholar Program

Program Overview: The *Bob Beverly Sacramento Legislative Intern Scholar Program* provides San Joaquin Valley students with the opportunity to develop public leadership skills while gaining practical knowledge of the daily operations of government & the political process. As a Maddy Intern, students will:

- Work full time in a legislative office (Governor, Valley State Senator, or Valley State Assemblymember) over the Summer.
- Contribute to an elected official's office that addresses real-world challenges impacting our communities in the Valley.
- Build connections with community leaders, stakeholders, & policy experts in Sacramento, opening doors for future opportunities.
- Participate in training sessions designed to enhance their skill set.
- Gain a deeper understanding & insight on the legislative process in Sacramento.

Internship Timelines: June to August

Scholarship: \$6,000 (*Note: A portion of the scholarship will be used to cover the costs of housing*)

Housing: The Maddy Institute will assist with housing.

Responsibilities: Intern responsibilities vary depending on the legislative office. Common tasks may include:

- Assist with incoming calls, letters, or office visits from constituents.
- Conduct research on current legislation, policies, & issues impacting the Valley.
- Draft correspondence such as letters to constituents, emails, memos, & summary briefs.
- Participate in local events to connect with constituents.
- Attend meetings, hearings, & briefings to gain a deeper understanding of the legislative process.
- Provide administrative support to office staff.
- Take on special projects or assignments as directed by staff.

Location: Sacramento

Eligibility:

- Open to all majors.
- 3.0 overall GPA or higher.
- At least a Junior in standing (60 units completed) OR enrolled in a Graduate program during the semester of the internship.
- Be able to work full-time for 8-10 weeks in the Summer.