

# YOU'VE GOT THIS GREAT INTERNSHIP IN DC... MAKE IT WORK FOR YOU

HERE IS JUST A SAMPLING OF OPPORTUNITIES  
THE GOVERNMENT HAS TO OFFER

## CALLING ALL STUDENTS: PROGRAMS FOR UNDERGRADS AND GRADS...

**DEFENSE** Interested in conducting science and engineering research that will affect our nation's armed forces? The **Student Research Opportunity** with the U.S. Army's Research Laboratory is a 3-12 month opportunity for students to pursue research in biological and medical sciences, information technology, computer science, and other related disciplines.  
<http://www.orau.gov/orise/educ.htm>

**EDUCATION** Juniors, seniors, and graduate students interested in education policy or public policy and administration can participate in the highly selective **Martin Luther King Jr. Scholars Program** at the Department of Education. Scholars receive a stipend and work in the Office of the Secretary in Washington, DC, and take part in public policy-related projects for an eight-week duration.  
[www.ed.gov/PressReleases/01-2003/01172003.html](http://www.ed.gov/PressReleases/01-2003/01172003.html)

**DOT** The **Summer Transportation Internship Program for Diverse Groups** is a ten-week opportunity for women, people with disabilities, and members of minority groups to work with the Department of Transportation. Interns choose from opportunities in a wide variety of fields, including engineering, economics, law, environment, or criminal justice, and are provided a bi-weekly stipend.  
<http://www.fhwa.dot.gov/education/stipdg.htm>

*"I wanted to have a part in shaping national policy. You see here how your work fits into the bigger picture."*

- Treda Smith of the Environmental Protection Agency, on what attracted her to working for the

## UNDERGRADS: CHECK THESE OUT

**STATE** Sophomores interested in studying international relations at the graduate level can apply for a Department of State **Thomas R. Pickering Foreign Affairs Fellowship**. This monetary award covers tuition, room and board for junior and senior years in college and first year of graduate study. Pickering Fellows receive stipends for international and domestic internships with the State Department.  
[www.woodrow.org/public-policy/award.html](http://www.woodrow.org/public-policy/award.html)

**COMMERCE** The Department of Commerce's **Ronald H. Brown Commercial Service Fellowship** gives undergraduates interested in economics and public policy free tuition and room and board for three years of their undergraduate and graduate education. Following graduation from college but before entering graduate school in public policy, fellows work for the Department of Commerce, and are appointed to a position overseas for one year following graduation.  
[www.woodrow.org/public-policy/rb\\_description.html](http://www.woodrow.org/public-policy/rb_description.html)

**ENERGY** Through the Department of Energy's **Science Undergraduate Laboratory Internship Program**, students can work with Energy Department scientists and engineers in areas such as chemistry, environmental science, mathematics, or computer science. Participants write a research paper and participate in tours and group activities. The program lasts ten weeks in the summer and sixteen weeks during the academic year. <http://www.scied.sci->

# IF YOU'RE PURSUING A MASTERS, PH.D., J.D., OR M.D., READ ON...

## NIH

Every year, 42 students from medical and dental schools spend nine months to a year conducting biomedical research with senior NIH scientists through the **Howard Hughes Medical Institute/National Institutes of Health (NIH) Research Scholars Program**. Scholars are also eligible for a scholarship for their remaining year or two of medical or dental school. Participants receive a salary while living in a residential community with other scholars.

[www.hhmi.org/research/cloister/index.html](http://www.hhmi.org/research/cloister/index.html)

## SEC

The Securities and Exchange Commission **Advanced Commitment Program** is an opportunity for third-year law students, graduating LLM students, and judicial law clerks to work as entry-level attorneys before they pass the bar. Between 30 and 40 law students are selected for the program and another 25 to 30 work in the SEC's regional and district offices. Most available positions are with the SEC's Divisions of Corporate Finance, Enforcement, Market Regulation and Investment Management.

[www.sec.gov/jobs/advcomm.htm](http://www.sec.gov/jobs/advcomm.htm)

## JUSTICE

Graduating law students interested in working for the Department of Justice can apply to the prestigious **Attorney General's Honors Program** where they will have the opportunity to work on litigation efforts for various Department organizations, mostly in the Washington, D.C. area. The program also offers summer internships for first and second year law students.

[www.usdoj.gov/oarm/oarmentry.html](http://www.usdoj.gov/oarm/oarmentry.html)

## NSA

Students interested in receiving a free graduate education in computer science, electrical or computer engineering, systems engineering or information operations while working can apply for the National Security Agency (NSA) **Graduate Training Program**. Participants attend one of three military-affiliated institutions to pursue a master's degree. Following completion of the program, applicants must work with the NSA.

<http://www.nsa.gov/programs/employ/index.html>

## OPPORTUNITIES FOR RECENT GRADUATES...

### NASA

The NASA **Contracting Intern Program** offers recent graduates with a degree in business or related fields full-time employment with rotating assignments at different NASA centers. Approximately 87 percent of NASA's \$14.9 billion budget is spent on contracts, grants and other contractual agreements.

<http://www.hq.nasa.gov/office/procurement/co-op/>

### BLS

The Bureau of Labor Statistics **Commissioner's Leadership Program** is a new two-year opportunity for economists, statisticians, and information technology specialists to learn more about programs within the BLS, with the possibility of gaining permanent employment in any of the bureau's national or regional offices. Participants are mentored by the agency's executive leaders, and have the opportunity to rotate

### EPA

The Environmental Protection Agency's (EPA) **Science To Achieve Results (STAR) Graduate Fellowship Program** awards 60 graduate education fellowships for masters and doctoral level students in environment-related fields of study each year. The purpose of the fellowship program is to encourage promising students to obtain advanced degrees and pursue careers in environmentally related fields.

<http://www.epa.gov/epahome/intern.htm>

*"Be open-minded. Don't let the money that a private law firm can offer be your only deciding factor - there's a lot more than that to a law career. The government is a great place to start your career."*

- Keisha West of the Securities and Exchange Commission, on what she learned from her experience in the **Advanced Commitment Program** and her

## INTERESTED IN AN INTERNSHIP WITH A SPECIFIC AGENCY?

*Check out its website or visit one of these:*

### **USA JOBS: [www.usajobs.opm.gov](http://www.usajobs.opm.gov)**

USAJOBS is a great place to begin your job search. Because it is administered by the U.S. Office of Personnel Management (OPM), the federal government's human resources agency, the listing of federal job openings is updated often. Build your resume online and learn about the federal jobs that best match your interests.

### **STUDENTJOBS.GOV: [www.studentjobs.gov](http://www.studentjobs.gov)**

Like USAJOBS, this Web site is administered by OPM. But it is designed especially for students. Search for jobs, create a job seeker's profile and build an electronic resume, all on Studentjobs.gov.

### **MONSTER PUBLIC SERVICE**

**[www.publicservice.monster.com](http://www.publicservice.monster.com)**

Monster, the leading global online network for careers, recently joined with the Partnership for Public Service to devote a new area of its Web site solely to employment opportunities in the federal government. Monster Public Service has the facts on where to

## LOAN REPAYMENT INFORMATION ... ANOTHER REASON TO CONSIDER A JOB IN THE FEDERAL GOVERNMENT...

Did you know...that the federal government provided **\$3.1 million** in student loan repayments to federal workers in 2002...and this figure is projected to increase in 2003?

Federal employees can receive up to \$6,000 per year in student loan repayments, and up to \$40,000 total. In return, they must commit to at least three years of agency service.

In 2002, 16 agencies provided loan repayment assistance programs, and among them, Department of State and the General Accounting Organization provided the most in loan repayments.

**<http://www.opm.gov/oca/PAY/StudentLoan/HTML/Report.ASP>**

## ABOUT US...



PARTNERSHIP FOR PUBLIC SERVICE

[www.ourpublicservice.org](http://www.ourpublicservice.org)

Based in Washington, D.C., the Partnership is a nonpartisan, nonprofit organization dedicated to revitalizing public service through a campaign of educational efforts, policy research, public-private partnerships, and legislative advocacy. By improving public understanding and confidence in government, particularly among young people, the Partnership's mission to recruit and retain excellence in the federal workforce fills a critical and unique role.

In its activities and publications, the Partnership focuses its energy on achieving leverage through entrepreneurial partnerships and collaboration. With an emphasis on action, accomplishments and measurable results, it acts as a catalyst for change.

### **A CALL TO SERVE: LEADERS IN EDUCATION ALLIED FOR PUBLIC SERVICE**

**[www.calltoserve.org](http://www.calltoserve.org)**

Launched in April 2002 with the U.S. Office of Personnel Management (OPM), A Call to Serve seeks to educate young people about the promise and potential of careers in public service. A Call to Serve has grown to a network of more than 400 colleges and universities across the nation, 60 federal agencies, and 10 higher education associations. Each of these schools and agencies has a designated coordinator who works with the Partnership and OPM to implement informational programs and disseminate educational materials. Visit [www.calltoserve.org](http://www.calltoserve.org) or your career center to see if your college is a member.

# How to Land a Great Job in the Federal Government! (a checklist)

## NOW: Network, Network, and Network While You Are in D.C.!

- o Get to DC for a summer internship .....
- o Find a mentor (formal or informal) and get to know staff in your office .....
- o Attend as many info sessions, receptions, and events as possible .....
- o Pay attention to the experiences and advice from interns in other offices ..
- o Ask for letters of reference before you leave .....

## ON CAMPUS: Start Early, Do Your Homework, and Be Persistent!

- o Internship and volunteer experience matters - figure out how to best sell your experience and skills in your resume, letters, and interviews! .....
- o Refer to the Red, White, and Blue Jobs handbook  
(print it at [www.calltoserve.org](http://www.calltoserve.org)) for info on applying for federal jobs .....
- o Visit [www.studentjobs.opm.gov](http://www.studentjobs.opm.gov), [www.usajobs.opm.gov](http://www.usajobs.opm.gov), and the Web sites of the agencies you are interested in to find job openings .....
- o Schedule a meeting with career services, and check for agency info sessions and job fairs - use these as opportunities to network! .....
- o Thoroughly research the agencies and jobs that interest you most. Educate yourself on benefits like loan repayment and tuition assistance, and call the listed contact with questions .....
- o Don't get discouraged - the federal government hiring process often takes longer than the private sector. Follow up! If you need to make a decision but haven't heard back, CALL THE AGENCY CONTACT.....