



House Vacancy Announcement and Placement Service (HVAPS)

B-235 Longworth House Office Building
Washington, D.C. 20515
202-226-5836

Vacancy Bulletins are available for pick-up in
Longworth HOB - B-227 (CAO First Call Customer Service Center) or
in the CAO Human Resources Office - Ford HOB 102
To Subscribe or Unsubscribe to the Vacancy Listserv visit:

<http://www.house.gov/content/jobs/>

Job Line: 202-226-4504

INTERNSHIP VACANCY LISTING

Week of May 21, 2018

MEM-137-18 The Majority Staff of the House Budget Committee is currently accepting applications for Fall 2018 **Policy Interns**. We are seeking dependable, politically conservative and professional individuals with a positive attitude, and strong work ethic. As an intern with the Committee, you will provide vital support by assisting staff in assignments that include, but not limited to: compiling daily budget news clips, sorting and processing mail, answering phone calls, assembling reference material, administrative support, and special policy based projects. Full and part-time positions are available. College students pursuing a Political Science and/or Economics degree, or those interested in government are encouraged to apply. Course credit may be available through your school. The deadline to apply is June 29, 2018. Applicants should email their resume, cover letter, 2 references (1 professional and 1 academic), one page writing sample, and completed application to budget.interns@mail.house.gov. These materials should be in PDF format. Please visit budget.house.gov for the application and more information. Late and incomplete application packets will not be considered. Paid internships are available to any student working full time and not receiving course credit.

MEM-133-18 California Republican is currently accepting applications for full/part-time **interns** in his Washington, D.C. office. We are seeking highly qualified candidates who are personable, detail-oriented, and motivated. In the office, intern responsibilities will vary. Interns will be asked to answer the phones, give tours of the Capitol Building, run errands, assist with constituent communication, research legislation for the Member and legislative staff, and attend hearings and briefings. Interns will learn about the legislative process and the many other functions of a congressional office. Internships are unpaid but the office will provide any necessary assistance for students to receive academic credit at their respective college or university. Interested candidates should email a resume and cover letter to CAGOPInternship@gmail.com.

MEM-085-18 The Democratic staff of the House Committee on Education and the Workforce seeks a professional, dependable, and enthusiastic student or recent graduate for a ***paid communications summer internship*** working closely with the press team on a variety of tasks. Duties will include drafting and posting Committee web content and social media, basic photography, drafting press releases and statements (other written materials may include memos, one-minute floor speeches, etc.), press list maintenance, compiling and distributing daily press clips, media monitoring, answering the press office phone, and other communications and administrative tasks as assigned. Communications, journalism, public relations, public affairs or political science majors and recent graduates preferred. Internship to begin in May and last through the end of July. Applications will be accepted on a rolling basis until a qualified candidate is identified.

Please send a resume, brief cover letter, and one short writing sample to EdLaborPressJobs@mail.house.gov.