



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

INTERSHIP VACANCY LISTING

Week of May 14, 2018

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-125-18 The Washington, D.C. office of Congressman Steve Russell (OK-5) is seeking candidates for full-time **internships** for Fall 2018. Interns will observe the inner workings of a Congressional office while gaining firsthand knowledge of the legislative process. DC responsibilities include leading Capitol tours, answering phones, assisting staff with legislative projects, attending briefings and hearings, and working on special projects. Oklahoma ties are preferred, but not required.

Please send your resume and cover letter to mitchell.wilkinson@mail.house.gov, with "Internship Application" in the subject line.

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.