

*Looking for hands-on
experience in government?*

Intern with the The Los Angeles Office of United States Senator Dianne Feinstein



Responsibilities include conducting legislative research, drafting correspondence, helping constituents, assisting the staff with preparation for the Senator's visits to the state, and administrative support. Intern schedules are flexible and require 12-16 hours per week.

Our internship program is open to outstanding **students of all majors**.



Currently-enrolled students may send

- ✓ resume
- ✓ cover letter – please indicate earliest available start date
- ✓ outline of your availability
- ✓ writing sample
- ✓ unofficial transcripts

to jade_suh@feinstein.senate.gov by
Monday, March 12.

NO CALLS PLEASE

Senator Feinstein's Los Angeles office is looking for highly motivated college students for the spring 2018 internship term. To be considered for an internship position, please submit **your completed application** to Jade Suh at Jade_Suh@feinstein.senate.gov by **Monday, March 12**.

About Senator Dianne Feinstein:

As California's senior Senator, Dianne Feinstein has built a reputation as an independent voice, working with both Democrats and Republicans to find commonsense solutions to the problems facing California and the nation.

Since her election to the Senate in 1992, Senator Feinstein has worked in a bipartisan way to build a significant record of legislative accomplishments, helping strengthen the nation's security at home and abroad, combat crime and violence, battle cancer and protect natural resources in California and across the country.

In 2009, Senator Feinstein assumed chairmanship of the Senate Select Committee on Intelligence, where she oversaw the nation's 16 intelligence agencies. She was the first female Senator to hold that position. As chairman, Feinstein oversaw the passage of six intelligence authorization bills following a five-year drought. The committee also approved a key bipartisan report on the Benghazi attacks and released key information about the CIA's detention and interrogation program following a six-year review. Today, Senator Feinstein serves as vice chairman of the committee, during which time the committee passed the first significant congressional legislation to address security flaws in our nation's cybersecurity.

Senator Feinstein is a member of the Senate Appropriations Committee where she is ranking member on the Subcommittee on Energy and Water. She is also a senior member of the Senate Judiciary Committee and the Senate Rules and Administration Committee, which she chaired during the 110th Congress. In that capacity, Senator Feinstein was the first woman to chair the Joint Congressional Committee on Inaugural Ceremonies and presided over the inauguration of President Barack Obama on January 20, 2009.

In addition to her official committee assignments, Senator Feinstein is co-chairman of the Senate Caucus on International Narcotics Control, co-chairman of the Senate Cancer Coalition and co-chairman of the Senate Women's Caucus on Burma. She is also a member of the Anti-Meth Caucus, the Congressional Dairy Caucus and the Congressional Former Mayors Caucus. She has served as a member of the Aspen Strategy Group since 1997.

About the internship position:

Tasks and Responsibilities: Interns support the Senator and her Field Staff in drafting memos, scheduling or attending meetings, constituent letters, conducting background research, phone calls, document requests, morning press clippings, research projects, and attending events with the Senator when she is in the region.

Criteria: For many citizens, contact with Senator Feinstein's office is their only experience with an elected representative. Therefore, we need professional and friendly students with a familiarity with the American political system and current events. Additionally, strong writing and communication skills are a must.

Hours: Flexible hours (12-16 hours/wk) during the quarter. We are very conducive to working with students' class schedules.

Application Process: Interested students should follow the instructions given on the Intern Application, which can be found at <http://www.feinstein.senate.gov/public/index.cfm/intern-program>. **All application materials should be emailed to Jade_Suh@feinstein.senate.gov by Monday, March 12.**

I look forward to hearing from you!

Best regards,

Jade Suh

U.S. Senator Dianne Feinstein
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