

## 2016 FELLOWSHIP

### **Program Overview**

The Senate Republican Fellowship is offered in the Senate Republican Office for a limited duration from January 11 to March 11. Full-time and part-time opportunities are available. Fellows receive a stipend of \$1,000 and can earn college, graduate, or law school credit if allowed by their school. Up to two fellows will be selected for 2016.

### **Description of Position**

Fellows will acquire experience in public policy and communication, build marketable skills, work with experts on many topics, gain a comprehensive understanding of the legislative process, build a strong network, and have at least one strong writing sample by the end.

Working 20-40 hours a week, fellows will conduct research; write bill summaries, memos, talking points, and press releases; attend events and committee hearings; track bill progress; prepare amendments; communicate with legislators, state agencies, lobbyists, advocates, and the public; and help constituents. Fellows are supervised and mentored by legislative staff and attend weekly group mentorship meetings with key state leaders. Specific duties vary, depending on fellowship assignments, but all fellows will be in the midst of the action, taking part in the crafting of legislation in a fast-paced environment.

### **Eligibility**

Oregon ties are strongly preferred but not required. All applicants must be: (1) Juniors or Seniors in a Bachelor's degree program; (2) Law or Graduate students; or (3) recent college or advanced degree graduates. All applicants must have a cumulative undergraduate GPA of at least 3.0, demonstrate academic excellence, and have an interest in public service.

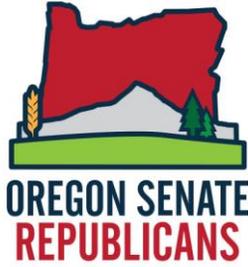
The position requires strong communication and writing skills, the ability to work in a team setting, and confidence to be a self-starter and take initiative. Fellows do not have to be political science majors or know anything about the legislative process; your supervisors will teach you what you need to know. The most important attributes of a fellow are enthusiasm, a willingness to learn through hands-on experience, and interest in the legislative process. Students from all academic disciplines are encouraged to apply.

### **Application Timeline**

Preference will be given to those who apply by December 10, but consideration will continue on a rolling basis until fellows start January 11.

### **Questions?**

Contact Steve Elzinga at 503-986-1950 or [stephen.elzinga@state.or.us](mailto:stephen.elzinga@state.or.us).



## 2016 FELLOWSHIP

### APPLICATION INSTRUCTIONS

Please submit the following items to the Senate Republican Office ([stephen.elzinga@state.or.us](mailto:stephen.elzinga@state.or.us)) as soon as possible. Preference will be given to applications received by 12:00 noon, Friday, December 10, 2015\* with the following information:

#### REQUIRED:

- Completed and signed application.
- Resume.
- A brief (not more than two pages) writing sample that demonstrates your critical thinking, research, and writing skills.
- An unofficial copy of your transcript.\*\*

#### OPTIONAL:

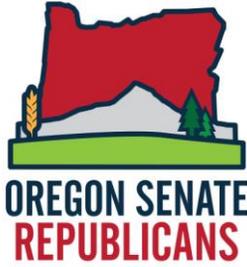
- OPTIONAL: One letter of reference from someone who can discuss your work ethic or academic and communication skills, such as a professor or previous employer.
- OPTIONAL: A second, longer writing sample of up to ten pages.

\*Please apply as soon as possible. Interviews will be scheduled as qualified applicants are identified. For questions on application status, contact Steve (info below).

\*\*You may be required to provide an official transcript before the start of the fellowship on January 11 if you are selected.

### **Questions?**

Contact Steve Elzinga at 503-986-1950 or [stephen.elzinga@state.or.us](mailto:stephen.elzinga@state.or.us). Also, please contact Steve if you are unavailable in spring 2016 but are interested in future fellowship opportunities.



## 2016 FELLOWSHIP

### APPLICATION

*APPLICATION PREFERENCE if received by Friday, December 10, 2015 – 12:00 noon*

*(Please Type)*

Name \_\_\_\_\_ University \_\_\_\_\_

Current Address \_\_\_\_\_

Winter Break Address \_\_\_\_\_  
*(Include city, state, and zip code)*

Telephone Number \_\_\_\_\_

E-mail Address \_\_\_\_\_

How did you hear about the Senate Republican Fellowship?

Legal Resident of: \_\_\_\_\_  
*(city/state or foreign country)*

Are you registered to vote? YES  No

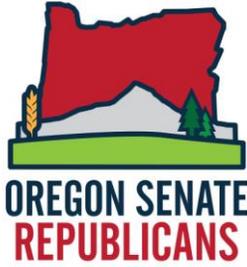
If yes, what is your political party registration and how long have you been registered with that party? \_\_\_\_\_

### UNDERGRADUATE STUDIES

Cumulative GPA \_\_\_\_\_ Total Credit Hours Completed To Date \_\_\_\_\_

Major \_\_\_\_\_ Scheduled Date of Graduation \_\_\_\_\_

*\*This fellowship requires minimum 3.00 GPA at the time of application and the equivalent of at least junior status at the end of the fall semester prior to the legislative session.*



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**GRADUATE STUDIES (if applicable)**

Cumulative GPA \_\_\_\_\_ Total Credit Hours Completed to Date \_\_\_\_\_  
 Degree Program \_\_\_\_\_ Scheduled Date of Graduation \_\_\_\_\_

1. **Other Colleges and Universities Attended – Include institutions where you earned at least 12 credit hours. List the most recent first.**

INSTITUTION	DATES ATTENDED	DEGREE AWARDED	GPA

2. **Employment History – List the most recent employer first.**

EMPLOYER	LOCATION	POSITION	FULL OR PART TIME	DATES

3. **Activities – List student organizations, community affairs, volunteer work, political activities, etc.**

ORGANIZATION/ACTIVITY	DATES	DESCRIPTION

4. **Other Information – List activities or awards that may have a bearing on your qualifications for participation in this fellowship (honors, fellowships, scholarships, publications, travel, computer skills, etc.).**

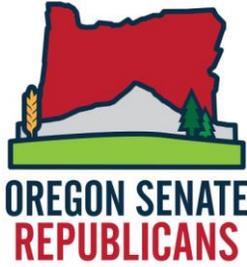
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## 2016 FELLOWSHIP

5. **Areas of Interest** – Choose only three areas of preferred interest below and rank those areas in order of your preference (1, 2, 3), with number 1 being your greatest interest in the subject matter. Fellows will have responsibility for one or two subject-area committees during the program.

*\*Please Note: If you are selected to be a fellow, we cannot guarantee that you will be placed in one of your top choices, but we will do our best to align your interests and experience with placement.*

### Preferred Areas of Interest

<input type="checkbox"/> Budget <input type="checkbox"/> Elections and Appointments <input type="checkbox"/> Finance and Taxes <input type="checkbox"/> Health Care	<input type="checkbox"/> Human Services and Early Childhood <input type="checkbox"/> Judiciary (includes criminal justice, torts, firearms, and general law reform) <input type="checkbox"/> Veterans and Emergency Preparedness <input type="checkbox"/> Workforce (Business/Labor)
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6. **This fellowship requires 20-40 hours per week at the State Capitol in Salem. Additionally, your attendance may be required at early morning and late night meetings. There are no holidays, no semester breaks and no time off given during the session. Are you prepared to make this commitment?**

Please select one:      Yes  No

Preferred hours per week \_\_\_\_\_

7. **Due to the workload and placement associated with this fellowship, it may be difficult for full-time fellows to take classes during the spring semester. In addition to internship credits, do you plan to take classes online or in person?**

Please select one:      Yes  No

**If yes, which classes, including class days and times if possible, do you expect to take (include debate, moot court, and law review)?**

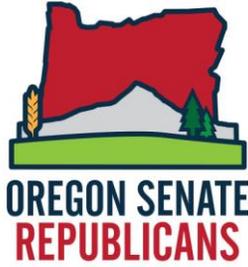
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**REMEMBER:** All applications **must** include:

1. **Unofficial Transcripts** – One from your current university *and* each institution if more than 12 credit hours were awarded.
2. **Brief Writing Sample** – Not more than two pages. It should demonstrate your critical thinking, research, and writing skills
3. **Résumé**

### OPTIONAL

4. **Optional Letter of Recommendation** – You may include one current academic or professional letter of recommendation. **\*Please do not include letters from family members.**
5. **Optional Long Writing Sample** – You may include a second, longer writing sample up to ten pages long.

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Fellows serve at the pleasure of the Senate Republican Leader and shall conduct themselves in a professional manner at all times. Failure to complete the fellowship or dismissal from the fellowship may affect the amount of the stipend and may result in a failing grade and/or no class credit.

I hereby agree to the above and certify that I can participate for the entire period of the program from January 11 to March 11, 2016 and that I can satisfy the agreed-to amount of hours per week.

I hereby certify that all entries on this application form and attachments are true and complete and I agree and understand that any falsification of information, regardless of the time of discovery, may cause forfeiture on my part to any participation in the fellowship program. I understand that information on this application form or in attachments is subject to verification and I consent to references, former employers and educational institutions listed being contacted regarding this application. I further authorize the Senate Republican Office to rely upon and use, as it sees fit, any information received from those contacts.

I authorize the Senate Republican Office to conduct a criminal history records check and obtain my official transcripts, if needed.

Signature \_\_\_\_\_ Date \_\_\_\_\_

### Questions on this application?

Contact Steve Elzinga at 503-986-1950 or [stephen.elzinga@state.or.us](mailto:stephen.elzinga@state.or.us)