

2015 SENATE REPUBLICAN FELLOWSHIP

Program Overview

The Senate Republican Fellowship is offered by the Senate Republican Office during the Winter and Spring semesters, from January 12 to June 5. Fellows will work in the Senate Republican Office. Full-time and part-time opportunities are available.

Fellows receive a stipend of \$500 per month (for full-time; prorated for part-time) and can earn college, graduate, or law school credit if allowed by their school. Up to four fellows will be selected.

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 two strong writing samples 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 breakfasts 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 everything 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 before the initial review of applications on December 15, but consideration will continue on a rolling basis until fellows start January 12.

Questions?

Contact Steve Elzinga at 503-986-1950 or stephen.elzinga@state.or.us.

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APPLICATION INSTRUCTIONS

Please submit the following items to the Senate Republican Office (stephen.elzinga@state.or.us) as soon as possible. Preference will be given to applications received by 12:00 noon, Monday, December 15, 2014* 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 or two letters of reference from people who can discuss your work ethic or academic and communication skills, such as a professor or previous employer.

*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 will be required to provide an official transcript before the start of the fellowship on January 5 if you are selected.

Questions?

Contact Steve Elzinga at 503-986-1950 or stephen.elzinga@state.or.us. Also, please contact Steve if you are unable in spring 2015 but would like to be notified of future fellowship opportunities.

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APPLICATION

APPLICATION PREFERENCE if received by Monday, December 15, 2014 – 12:00 noon

(Please Type)

Name _____ University _____

Current Address _____

Winter Break Address _____
(Include city, state, and zip code)

Telephone Number(s) _____

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 _____

Please Note:

**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.*

GRADUATE STUDIES (if applicable)

Cumulative GPA _____ Total Credit Hours Completed to Date _____

Degree Program _____ Scheduled Date of Graduation _____

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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.).**

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

- Business and Transportation
- Environment and Natural Resources
- General Government, Consumer and Small Business Protection
- Judiciary (includes criminal justice, torts, firearms, and general law reform)
- Rural Communities and Economic Development

- Education and Workforce Development
- Finance and Revenue (includes Taxes)
- Health Care, Human Services, and Veterans
- Rules and Executive Appointments (also includes election law)
- Ways & Means (includes Budget)

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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)?

8. Have you ever been convicted of or pled guilty or no contest to a crime or been subject to a restraining order?*

Please select one: Yes No

If yes, please describe:

**Fellows are subject to a criminal history records check*

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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(s) of Recommendation** – You may include up to two current academic or professional letters of recommendation. ***Please do not include letters from family members or friends.**

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 12 to June 5, 2015 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.

I also give permission for you to 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