


Office of Governor Mark Dayton Internship - Summer 2017

POSITION INFORMATION

Employer	Minnesota Office of the Governor Mark Dayton
Division	N/A
Title	Office of Governor Mark Dayton Internship - Summer 2017
Description	<p>Excited about state government? Intern with the Office of Governor Mark Dayton and Lt. Governor Tina Smith! This unpaid internship program affords students the opportunity to earn college credits and valuable professional experience.</p> <p>We offer internships in the Constituent Services Department, Communications Department, Scheduling Department, Legislative and Cabinet Affairs Department, Office of Inclusion, and Office of the Lt. Governor.</p> <p>College and graduate students may apply. The program is offered year-round. Interns commit to at least 12 hours a week; schedules are flexible between the hours of 9am-5pm, Monday- Friday.</p> <p>It is the policy of the Governor's Office to ensure that equal opportunity, diversity, and inclusion are an integral part of our daily operations and the daily operations of the Minnesota executive branch. The Governor's Office is committed to recruiting interns that are reflective of the people of Minnesota. The Governor's Office recognizes that the State of Minnesota can reach its full potential when state government represents the brightest talent from Minnesota's diverse communities.</p>
Location	<div style="border: 1px solid #ccc; padding: 5px;"> <p>LOCATION</p> <p>Nationwide no</p> <p>City St. Paul</p> <p>State/Province Minnesota</p> <p>Country United States</p> </div>
Position Type	Part Time, Unpaid, Internship
Desired Class Level(s)	Freshman, Sophomore, Junior, Senior, Alumnus
Salary Level	Unpaid 

HOW TO APPLY

Please apply online at:

<http://mn.gov/governor/contact-us/internships/>

Please submit:

Cover Letter: Please include a one-page cover letter outlining why you are interested in interning for the Governor's office and the specific department(s) you applied for.

- Resume: Please include resume.
- Writing Sample: Please include a writing sample that is no longer than four pages double-spaced that you believe to be most pertinent to the department you are applying for. Those applying to the Communications Department should submit two writing samples. Applicants for the Policy Department are encouraged to submit a research-based writing sample.

Requested Documents:

Resume

Cover Letter

Applications accepted via:

Other

IMPORTANT DATES

Posted On:

Feb 13, 2017

Applications Accepted Until:

Mar 15, 2017

CONTACT INFORMATION

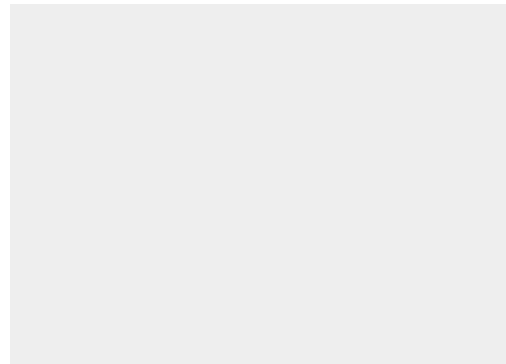
Employer	Minnesota Office of the Governor Mark Dayton
Name	Madelyn Nelson
Title	Special Projects Coordinator
E-mail	madelyn.nelson@state.mn.us
Website	http://mn.gov/governor/contact-us/internships/
Phone	651-201-3430
Address	116 Veterans Service Building 20 W 12th Street Saint Paul, MN 55155 United States

Job Function Public Policy, Government, Law

Desired Start Date June 1, 2017

Approximate Hours Per Week Minimum of 12 hours a week

Qualifications Completed at least one semester of college/university.



Help Desk: 703-373-7040 (Hours: Mon-Fri. 9am-8pm EST)
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