Florida House of Representatives

Florida House Of Representatives
Office of Professional Development
Legislative Intern Program
327 The Capitol
402 South Monroe Street
Tallahassee, FL 32399-1300

850.717.5450 phone
850.410.0095 fax
internprogram@myfloridahouse.gov

Legislative Intern Program

The Beginning

The Florida House of Representatives provides many opportunities for men and women to serve the State's vast and multifaceted citizenry.

In 1967, then Senator Lawton Chiles sponsored a bill creating an Intern Program for the Florida Legislature as a means by which young adults are introduced to the legislative process. The program's mission is the same today as it was then: to provide college graduates and graduate students with an opportunity to gain first-hand knowledge of the legislative process and to participate in the work of the legislative branch of state government.

Over the last 49 years, more than 850 young adults have gained immeasurable insight regarding the inner workings of government, and many have gone on to use this experience in their professional life.

Opening Day of Session 2016

"The House Intern Program provided me with a unique opportunity to obtain hands-on experience working in Florida's legislative process. There are many ways to impact public policy—for me, this experience launched my passion to become a lawmaker and public servant."

Rep. Adam Hasner, Legislative Intern 1993-1994
Member of the Florida House of Representatives 2002-2010

The Experience

Participants are assigned to House committees and subcommittees, and leadership offices. Under the guidance of senior House staff, assignments may include research, bill drafting and analysis, oversight activities, and other tasks relating to policy or fiscal areas.

Speaker Steve Crisafulli

Application Submission

To be considered for the House Legislative Intern Program, submit the application and all required materials by email to internprogram@myfloridahouse.gov, fax to 850.410.0095, or send to the address below.

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How To Apply To The Legislative Intern Program

Complete the Legislative Intern Program Application Packet available for download at myfloridahouse.gov. Materials can be emailed to internprogram@myfloridahouse.gov, faxed to 850.410.0095, or sent to the Office of Professional Development, Legislative Intern Program, 327 The Capitol, 402 South Monroe Street, Tallahassee, FL 32399-1300.

Rate of Pay/Hours of Work:

The rate of pay is $13.00 per hour. Work must be performed during regular business hours. From October 14 through December 31, 2016, participants work 20 hours per week. From January 2 through May 19, 2017, participants work 30 hours per week to assist with the increased session workload. *The 2017 Legislative Session is from March 7 through May 5, 2017.*

Tuition or Stipend Benefit:

Participants receive payment of up to 18 hours of graduate tuition at Florida in-state rates during the time of the internship (Fall '16 and Spring/Summer '17) ***or*** receive a monthly stipend of $500 from October 14 through December 31, 2016, and $800 from January 2 through May 19, 2017.

Eligibility Requirements:

Applicants must be a Florida resident or be enrolled in a Florida school at the time of application. Applicants must have received their bachelor's degree prior to beginning the internship. In accordance with American Bar Association rules, schedules for first-year law students prohibit them from participating in the Intern Program.

Transcripts:

Submit one copy of cumulative transcripts (graduate and undergraduate.) Electronic or photocopies of transcripts may be submitted.

Test Scores:

Attach a copy of Law School Admission Test (LSAT) score, Graduate Record Examination (GRE) score(s) or Graduate Management Admission Test (GMAT) score, if taken, to the application. These scores may be electronically submitted or photocopied and do not have to be sent from the Educational Testing Service. Graduate exam scores are not required to apply for an internship.

Faculty/Employer Recommendations:

Recommendations are required from two faculty members and one employer (if available) familiar with the applicant's work and ability. Faculty/employers may attach an additional letter of recommendation to the appropriate forms. Completed recommendation forms should be received in the Office of Professional Development, Legislative Intern Program by May 31, 2016. It is the applicant's responsibility to submit these forms by the deadline.

Writing Sample:

Submit a brief, typed, writing sample, in essay format on the following topics:

- **Why did you choose to pursue your present course of study?**
- **What are your plans following graduation?**
- **What is your perception of the Florida Legislature?**
- **Why are you applying for a House Legislative Internship?**
- **How will serving in the Intern Program contribute to your personal and career goals?**

The writing sample must be written by the applicant and not be edited by any other person.

Speaker Crisafulli with the Intern Class of 2015 - 2016

The Calendar

April 15th

Announcement
Program announcements and application forms are sent to university faculty, staff and other interested parties. *Online Applications are available at myfloridahouse.gov.*

May 31st

Application Deadline
All applications are due.

July 11th - July 22nd

Review & Selection
Applications are reviewed by the Legislative Intern Review Team, and applicants are scheduled for interviews.

August 8th

Notification
Finalists are notified of their acceptance into the Legislative Intern Program.

October 14, 2016 - May 19, 2017

Inclusive dates of the Legislative Intern Program.