THE REBOVICH INSTITUTE FOR NEW JERSEY POLITICS
Summer 2016 – Internship Form

Please complete this form and FAX back to (609) 896-7762

(1) Name of Company / Association / Organization Kaufman Zita Group
(2) Intern Coordinator Beth Dorn, Senior Vice President
(3) Location of Internship Ewing, NJ (4) # of Summer 2016 Interns Accepted 1
(5) Length of Summer Internship May – August (6) Required Hours/Week Flexible
(7) Is there some type of salary or stipend? Yes (8) If so, how much? TBD
(9) What is the application process? (Please include deadlines and other requirements. Feel free to attach additional pages.)
Applicants should provide cover letter and resume.
Applicants will be interviewed.

(10) Intern work areas: Clerical √ Research √ Errands ___ Organizing ___
(11) Please explain the work that will be required of the intern. Intern will be assisting lobbyists with various client services. The intern will be required to review legislation, attend committee meetings and voting sessions and prepare memos/summaries for clients. Other projects may include policy research as well as clerical work.
(12) Will there be opportunities for the intern to observe: 
Internal strategy sessions? √ Legislative sessions? √ Committee meetings? √

(12) Is the intern expected to work evenings and weekends? If so, please explain. 

No

(13) Do you have any suggestions for applicants? Applicants should have some knowledge about the legislative process and have interest in New Jersey politics.