Rep. Candice S. Miller (MI-10) – Fall 2015 Interns

**Description:** Congresswoman Candice S. Miller (R-MI) seeks legislative interns for the Fall 2015 semester. Interns will work in a fast-paced congressional office, gaining valuable exposure and knowledge of the legislative process and the United States Congress. Intern responsibilities include greeting constituents, managing constituent phone calls, and assisting staff with administrative tasks. Interns will also have the opportunity to conduct legislative research, assist with constituent correspondence, and attend legislative briefings, congressional hearings, receptions, and press events.

**Requirements:** Interns must have a good attitude, strong work ethic, and excellent written and oral communication skills. Successful interns will be able to find information with little assistance, be able to work both independently as well as part of a team environment, and possess a strong attention to detail. Applicants should have working knowledge of current events and policy topics, as well as a willingness to perform a variety of tasks and administrative functions. Michigan ties are preferred, but not required. Undergraduate students are strongly encouraged to apply. This is an unpaid position, but a great opportunity for students seeking academic credit. To apply, please send cover letter and resume to mi10intern@gmail.com.