



Florida House Of Representatives  
 Office of Professional Development  
 Legislative Intern Program  
 327 The Capitol  
 402 South Monroe Street  
 Tallahassee, FL 32399-1300  
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 850.410.0095 fax  
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## FLORIDA HOUSE OF REPRESENTATIVES



## 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

### *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.



OPENING DAY OF SESSION

then: to provide college graduates pursuing a graduate degree with an opportunity to experience the legislative process and public policy making.

Over the last 53 years, more than 900 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.

*"The Florida House Legislative Internship Program not only gave me the best crash course in state government I could ask for, it also significantly influenced the development of my career. I highly recommend the Program for anyone with an inkling of an interest in public policy and politics: the Program is challenging and fulfilling, and offers students a rare and valuable front-row seat to state lawmaking."*

**Adrian Lukis**, Legislative Intern 2012-2013  
 Deputy Chief of Staff, Executive Office of the Governor

# How to Apply

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



SPEAKER JOSE OLIVA

## Rate of Pay/Hours of Work

The rate of pay is \$13.00 per hour. Work must be performed during regular business hours. Participants work 30 hours per week to assist with the session workload.

The 2021 Legislative Session is from March 2 through April 30, 2021.

## Tuition or Stipend Benefit

Participants receive payment of up to nine hours of graduate tuition at Florida in-state rates during the time of the internship (Spring '21) or receive a monthly stipend of \$800.

## 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 and be enrolled in a graduate program 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.

Download the application packet at  
**MYFLORIDAHOUSE.GOV**  
under "Student Resources"

# What to Submit

✓ *The Florida Legislature Employment Application with Intern Addendum*

✓ *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 September 10, 2020, 5:00 p.m. It is the applicant's responsibility to submit these forms by the deadline.

## ✓ Transcripts

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

## ✓ Required Writing Samples\*

1. 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?
2. A typed, academic, unpublished paper or brief of your choice as follows:
  - No more than 20 pages, and
  - One of personal academic interest, or class assignment.

\*Applicants must write and edit their own writing samples.

## ✓ Test Scores

Send a copy of Law School Admission Test (LSAT) score, Graduate Record Examination (GRE) score(s) or Graduate Management Admission Test (GMAT) score, if taken, with your 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.

**Deadline: September 10, 2020, 5:00 p.m.**

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THE INTERN CLASS OF 2019 - 2020

# The Calendar

## August 17, 2020 - Announcement

Program announcements and application forms are sent to university faculty, staff and other interested parties. [Online Applications are available at myfloridahouse.gov](http://myfloridahouse.gov).

## September 10, 2020, 5:00 p.m. - Application Deadline

## September 16 - October 9, 2020 - Review & Selection

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

## October 16, 2020 - Notification

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

## January 8, 2021 – May 14, 2021

Inclusive dates of the Legislative Intern Program.