

Underwood Institute

WEST VIRGINIA REPUBLICAN PARTY

Underwood Fellows Program

The Underwood Fellows program is an initiative of the Underwood Institute designed to foster the academic learning and civic development of college students through regular interaction with the West Virginia Legislature. Students selected through the Fellows program will be paired with a Republican senator or delegate for the 2010 legislative session, and will work directly with their assigned legislator on a daily basis. Assignments may include bill research, letter drafting, preparing committee reports, constituent communications, political projects, special assignments, or other substantive campaign or legislative related activities.

In addition to gaining an in-depth view of the legislative process, interns will benefit from one-on-one mentorship with elected legislators and access to other top party officials.

How do I apply?

Fill out the application available at UnderwoodInstitute.org. Applications will be accepted on a rolling basis until January 5. Priority deadlines are Nov. 16 and Dec. 4. Students selected by priority may have the opportunity to participate in legislative activities before the regular session begins. If selected, students will be expected to sign a code of conduct and confidentiality agreement. Students must also attend a mandatory orientation session.

What kind of students are you looking for?

The program is open to all college students. The ideal Underwood Fellow has demonstrated or possesses leadership ability, academic achievement, and an interest in government and politics.

Is the program work schedule flexible?

Yes. Students may choose to intern full-time or part-time according to their schedule or the needs of a legislator. While a minimum commitment of twelve hours a week is necessary, those hours are flexible. For example, a student may work two full days a week or a couple hours each day to accommodate their classes.

Are there any academic requirements of applicants?

Preference is given to juniors and seniors, those that have previous political experience, and a 3.0 GPA or higher.

Can I receive academic credit?

Students may receive credit for the internship experience if their home institution permits.

Are there any costs associated with the program?

Students are responsible for securing their own lodging. Scholarships to help subsidize costs associated with participation in the program may become available in the future.

Who can I talk to for more information?

Call Shane Wilson at 304.539.0694 or send him an email at UnderwoodInstitute@gmail.com for details.

Underwood Institute

WEST VIRGINIA REPUBLICAN PARTY

West Virginia Republican Party Underwood Fellow Application

Please complete the application and return it to Shane Wilson at UnderwoodInstitute@gmail.com
or mail it to his attention at P.O. Box 2711, Charleston, WV 25330.

Name: _____ Date of Birth: _____

Mailing Address _____

City, State & Zip: _____

Phone: _____ Email: _____

HS/College: _____ Year in School _____

Major: _____ Minor: _____ GPA: _____

Home Address: _____

Home Phone: _____ Parent(s)/Guardian: _____

Availability: Full time/Part time If part time, what days and hours _____

If you are receiving internship credit from your school for participating in the Underwood Fellows program, please attach your school's requirements and other pertinent information.

Experience

Please provide a brief description of any past internships or work positions you have held:

Organization or Company: _____

Title: _____ Dates Worked: _____

Responsibilities: _____

Organization or Company: _____

Title: _____ Dates Worked: _____

Responsibilities: _____

Organization or Company: _____

Title: _____ Dates Worked: _____

Responsibilities: _____

Skills

Describe your skill sets and abilities, as well as any computer programs or audio/visual equipment you are familiar with (ie: writing, web design, video editing, interviewing)

Personal Statement

Why do you want to be an Underwood Fellow with the West Virginia Republican Party?

Resume and References

Please attach your resume and list three references:

Name: _____ Phone: _____

Name: _____ Phone: _____

Name: _____ Phone: _____