

## Spring Internship Announcement



**From** Rep. Alma Adams <sam.spencer@mail.house.gov>  
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## Spring Internship Announcement

Office of Congresswoman Alma S. Adams, Ph.D

**Please share with your networks!**

### ***Spring Interns for Congresswoman Alma S. Adams, Ph.D. (NC-12)***

Congresswoman Alma S. Adams, Ph.D.'s (NC-12) D.C. Office is seeking interns for the upcoming Spring 2022 Semester. This internship is based in the Washington, DC office and is open to college students and recent graduates. Hours are flexible to accommodate students' course schedules, but generally run from 9:00 a.m. to 6:00 p.m. when Congress is in session and from 9:00 a.m. to 5:00 p.m. when not in session.

Interns' responsibilities will vary. Responsibilities include, but are not limited to:

- Checking voicemails
- Researching legislation for the Member and legislative staff
- Attending hearings and briefings, and
- Answering constituent letters on various issues before the House.

Interns will gain an understanding of the legislative process and the many other functions of a congressional office. If eligible, this internship includes a monthly stipend.

To apply, please send a cover letter, resume and writing sample to [michael.cobb@mail.house.gov](mailto:michael.cobb@mail.house.gov) with the subject line "Spring Internship Application" no later than close of business on Wednesday, December 8<sup>th</sup>, 2021. The office is an equal opportunity employer and does not discriminate based on race, color, religion, sex, sexual orientation, gender identity and expression, national origin, disability, military status, age, marital status, or parental status.

***Spring Press Interns for Congresswoman Alma S. Adams, Ph.D. (NC-12)***

Congresswoman Alma S. Adams, Ph.D.'s (NC-12) D.C. Office is seeking motivated, creative, and energetic press interns for the upcoming Spring 2022 Semester. Qualified candidates will have strong written and social media skills, graphic design, and video editing experience. Exceptional judgement, discernment, and discretion is required.

Responsibilities include, but are not limited to:

- Compiling press clips
- Drafting social media campaigns
- Assisting with editing videos
- Assisting the Communications Director with drafting press releases and other written materials
- Research and compiling reports on press and social media, and
- Administrative work as needed, including answering phones

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