



Anthony Shadid Internship Program

Qualifications Candidate must be currently enrolled in college or graduate school and have completed a minimum of one (1) year of undergraduate study by the start of the internship. Legal interns must preferably have completed one year of law school. Recent graduates also welcome.

Deadlines Completed applications for the summer internship program must be received by March 15. Applications for internships during the academic year are accepted on a rolling basis.

Applications must include

- Completed application form
- Resume
- Academic transcript
- Two (2) letters of recommendation
- Two (2) page essay statement about why you are interested in this internship

PERSONAL DATA

Full Name: _____

Membership ID #: _____

Not an ADC member? Interns are required to become members. Join online at support.adc.org

Phone: _____ Email Address: _____

Current Address: _____

Permanent Address: _____

EMERGENCY CONTACT INFORMATION

Name: _____ Relationship: _____

Phone: _____ Email Address: _____

INTERNSHIP PERIOD

Summer Starting Date: _____ Ending Date: _____

Fall Starting Date: _____ Ending Date: _____

Spring Starting Date: _____ Ending Date: _____

INTERNSHIP PLACEMENT

Preference: (Rank preference with "1" indicating the most interest and "5" indicating the least)

() **Government Relations:** Work with Congress and Administration; legislative tracking and congressional tracking; attending hearings; responding to inquiries from Congress and the public.

() **Legal:** (must be enrolled in law school) Assist with discrimination claims, civil rights and immigration matters.

() **Communications & Outreach:** Assist in media and press communications (drafting press releases, updates, and action alerts); research topical issues; monitor news coverage of Arab and Arab-Americans issues; write letters to the editor. Assist in the production of the ADC E-Times; act as editor of Intern Perspectives, a summer newsletter; and help produce any other ADC publications.

() **Organizing:** Conduct research on selected campaigns; learn about day-to-day grassroots organizing; maintain contact with ADC

chapters; and help organize campaigns or chapter events, and membership drives.

() **President's Office:** Assist the ADC president in foundation research and grant writing and developing marketing strategies.

ESSAY

Submit a two-page statement about your goals as an ADCRI intern, and how your academic, professional, or extracurricular activities, or career goals are related to the position you requested.

ATTACH TWO (2) LETTERS OF RECOMMENDATION

INTERNSHIP AGREEMENT

I agree to perform work assignments, which will be determined both by my qualifications and the needs of the organization. I agree to complete the full intern program. Time off for family or other obligations must be arranged before you are accepted into the program.

Signature

Date

Email materials to:

Adc@adc.org

Send materials to:

ADC Research Institute
Attn: Internship Coordinator
1990 M Street, NW Suite 610
Washington, DC 20036

For questions about the Anthony Shadid Internship Program, call (202) 244-2990 or email adc@adc.org