

Legislative Internship - Summer 2024
Office of Massachusetts State Representative Carmine L. Gentile

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Location: Boston, MA (Potentially hybrid)

Organization Website: malegislature.gov/Legislators/Profile/CLG1

Position Title: Legislative Intern

Deadline to Apply: Friday, April 5, 2024 (Applicants will be considered as they apply)

DESCRIPTION

This internship offers an opportunity to gain practical experience working for a Massachusetts Representative in the State House. Working closely with Rep. Carmine Gentile (D-Sudbury) and his legislative staffer Ravi Simon, interns gain a better understanding of public service and the legislative process in the Commonwealth. Interns are unpaid volunteers; however, students may be eligible to earn academic credit for their participation by making arrangements through their advisors and professors.

Rep. Gentile was first elected in 2014 to represent the 13th Middlesex district, consisting of Sudbury as well as sections of Wayland, Marlborough, Concord and Lincoln. He currently serves as Vice-Chair of the Higher Education Committee and as a member on three other committees: Elder Affairs; Environment and Natural Resources; and State Administration and Regulatory Oversight. Rep. Gentile is engaged in advocacy for progressive policies across a wide variety of issue areas such as education, the environment, senior services, campaign finance reform, and housing.

INTERNSHIP DUTIES

- Constituent Services – Help with constituent cases; maintain our constituent database; research and solve problems through state agencies and federal offices.
- Policy Research – Summarize bills; conduct background research on policy issues; present findings and draft briefs for the Representative.
- Legislative Work – Help the office prepare for legislative sessions and hearings, including the review of upcoming bills, and writing letters of support and testimony.
- Represent the Office – Participate in meetings, hearings, and briefings; take notes and ask questions; work with advocates and constituents.
- Other duties as appropriate and assigned.

QUALIFICATIONS

- Currently enrolled in or a recent graduate from a relevant undergraduate program (exceptional high school seniors may also be considered).
- Able to complete projects independently.
- Strong communication skills, especially in writing.
- Interested in issues facing the Commonwealth, policy analysis, and/or public affairs.
- Ability to work a minimum of two days a week in person is preferred (schedule is flexible).

HOW TO APPLY

Please send your cover letter, resume, short writing sample, and information about your availability/class schedule to ravi.simon@mahouse.gov with “Legislative Internship” in the subject line.