



COLORADO

Department of Local Affairs

Division of Local Government



Department of Local Affairs Best and Brightest Management Internship Program

Program Purpose

The Department of Local Affairs Best and Brightest Management Internship Program provides an opportunity for counties, municipalities and academic institutions across the state to partner, meeting the needs of communities, engaging future leaders, and meeting students where they are in their professional development, connecting them to community work that sparks their curiosity and leads them to work in public service. The Department of Local Affairs has long supported increasing capacity in rural Colorado, finding innovative ways for communities to meet their current administrative needs and look towards the future. This program actively forwards equity, diversity, and inclusion in public service and public administration studies. An integral component of that work is helping to mold new community leaders and setting the stage for their success. It is important that future leaders of our communities reflect our communities and this Internship Program is a natural pipeline to make that happen.

To do this, the program will work with local governments, students and educators in various ways:

- Paid summer or semester internships for high school seniors
- Paid summer or semester internships for undergraduate students

These partnerships meet the following objectives:

- To increase the likelihood of high school students choosing a public service path once they enter post-secondary education
- To introduce local government real-world work at the undergraduate level, ensuring higher success at the graduate level

Eligibility

Participating municipalities and counties will be able to work with:

- An incoming or outgoing high school senior focused on a specific task or opportunity with the jurisdiction. Internships will last up to 12 weeks. Each jurisdiction will match DOLA's award up to \$500.

- An undergraduate student studying any number of public service-focused curricula, focused on a specific task or opportunity with the jurisdiction. Internships will last up to 16 weeks. Each jurisdiction will match DOLA's award up to \$1,000.

Process

Requirements of participating jurisdictions:

- A letter, signed by the Chief Elected Official, requesting to participate in the program with the following information must be submitted to the Regional Manager:
 - Supervisor's name and position
 - Budget, including total and local government match
 - Short description of the work and deliverable
 - Anticipated start and end date
 - Partnership agreement with academic institution attached (this should include how much the intern will be making, either an hourly wage or stipend and the class they are taking that pertains to the work they will be doing for the local government)

Requirements of Student Candidates –

- This is a learning opportunity for students. Government experience is not required.
- High school seniors must:
 - Be recommended by their school, either a teacher, guidance counselor or principal
 - Maintain good academic standing
- Undergraduate students must:
 - Be recommended by their school, either Department Chair, Program Director, Professor
 - Maintain good academic standing

Application deadline

To participate in the internship program, jurisdictions are asked to submit a letter and work plan to their Regional Manager. Because interns could be placed on a rolling basis, depending on the jurisdiction's needs or location, each request will be reviewed individually.

Award process

The final selection of an intern will be determined solely by the jurisdiction. Final grant awards will be made through the DOLA funding portal.

Program contact information

For more information about participating as a host jurisdiction, contact your DOLA Regional Manager. <https://www.colorado.gov/pacific/dola/regional-managers>

Program Manager

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