



RIPPAC Internship Guide – Summer 2025

Please complete and EMAIL to: **RIPPAC@rowan.edu**

Name of Company / Association / Organization Legislative District One - Office of Senator Testa
Internship Coordinator Tyler Grant Coordinator's Phone / Email TGrant@njleg.org 609-778-2012
Location of Main Office Vineland, New Jersey # of Summer 2025 Interns Accepted Flexible

Where will the internship be done?

☒ In the main office ☐ Remotely (student works from home) ☐ Combo At-home & In-Office

Dates / Length of Summer 2025 Internship About 8 weeks, but flexible Required Hours/Week Flexible

Is there some type of salary or stipend? None If so, how much? _____

What is the application process? *(Please include deadlines & other requirements. Feel free to attach additional pages)*

We are glad to begin accepting applications immediately. Please send a resume, a writing sample and a brief cover letter to TGrant@njleg.org

Intern work areas: Clerical ☒ Research ☒ Errands ☒ Organizing ☒

Please explain the work that will be required of the intern: Perform clerical duties, assist legislative team with preparing brief, conduct research and assist with constituent casework.

Will there be opportunities for the intern to observe:

Internal strategy sessions? ☒ Legislative sessions? ☒ Committee hearings? ☒

Is the intern expected to work evenings and weekends? If so, please explain. No

Do you have any suggestions for the applicants? *(Please use additional pages if necessary)*