



RIPPAC Internship Guide – Summer 2025

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

Name of Company / Association / Organization _____ Office of Assemblywoman Katz _____

Internship Coordinator _Nick Dannenfelter_ Coordinator’s Phone / Email _609-665-6400/ndannenfelter@njleg.org_

Location of Main Office _____ Mt. Holly NJ _____ # of Summer 2025 Interns Accepted ____3-5____

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 _____ on-going _____ Required Hours/Week ____10____

Is there some type of salary or stipend? ☐ No ☐ If so, how much? _____ N/A _____

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

_____ Reach out to the district office with resume _____

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

Please explain the work that will be required of the intern: ____ Interns will learn how to handle constituent cases, understand the legislative process _____

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. _____

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