



**Esmeralda Z. Soria
Councilmember, District One**

Fresno City Council Internship Program

Councilmember Esmeralda Soria values education and believes that students bring new ideas, new energy and new skills to the workforce.

Internships provide valuable work experience directly related to the student's academic field of study. Participants will be given high-level work experience that may prepare them for permanent positions in the workforce.

A. GENERAL COUNCIL INTERN POLICY

The purpose of hiring a Student Intern is to provide hands-on experience in a field of municipal operations.

The minimum number of hours a Council Intern should be available to work is 15 hours per week. During semester or vacation breaks Council Interns can work more hours than they are normally scheduled to work, if available.

B. REQUIREMENTS FOR COUNCIL INTERNS

1. Must be at least 16 years of age.
2. Must be enrolled as a full-time student at an accredited high school, college or university; proof of enrollment **must** be submitted.
3. Student must submit a letter expressing their interest in becoming a Council Intern.
4. Student must fill out a Councilmember Esmeralda Soria's Internship Application. They must apply directly to her office.

HOW TO APPLY:

Return the following items --

1. Complete the Councilmember Esmeralda Soria's Council Internship Application.
2. Provide proof of enrollment, including number of semester units completed and grade point average.
3. Include a letter of interest.
4. Submit 2 References (cannot be a relative).

Email: Terry.Cox@fresno.gov

Mail: Attn: Terry Cox -- 2600 Fresno Street, Fresno CA 93721.



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Intern Application

Applicant Information

Last Name	First	Date
Street Address		Apt/Unit
City	State	Zip
Phone	Cell Phone	
Email address:		
Have you ever had a legislative internship before? Yes No		If yes please explain:
How did you hear about our internship program?		

Availability

Please check semesters of availability:
 Fall Spring Summer Other, please explain:

Please check your general availability	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Morning (approx. 9-1)							
Afternoon (approx. 1-5)							
Evening (approx. 5-9)							

Areas of Interest

Please indicate which area interests you:

Environment	Water	Business	Education
Public Safety	Social Media	Youth	
Housing and Development	Law Enforcement	Other, please explain: _____	

Experience/Education and Skills

Current employment status: Full-time Part-time Not Employed

Current or most recent paid position held:

Are you currently a full-time or part-time student?
Full-time student Part-time student

Please indicate school:

Level

Freshmen Sophomore Junior
Senior Graduate student

Areas of study (major):

Do you speak any other languages?
Yes No

If yes, please list language
Fluent Semi-Fluent Basic

Computer Skills/Software Used:

Personal Information

Why are you interested in an internship in our council office?

What specific experience would you like to gain through this internship?

Describe your long-term career goals:

Professional References

Name	Relationship and contact info (e-mail and/or phone number)

Disclaimer and Signature

I certify that my answers are true and complete to the best of my knowledge. If this application leads to an internship assignment, I understand that false or misleading information in my application may result in my release.

Signature:

Date: