Miguel Angel Arias
Council Vice President
District Three

Fresno City Council Internship Program

Council Vice President Miguel Arias 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 12 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 Miguel Arias' Internship Application. They must apply directly to his office.

HOW TO APPLY:
E-mail the following items as a PDF packet to Dolores.Barajas-Weller@fresno.gov

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

Miguel Angel Arias
Councilmember, District 3

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: