The U.S. Senate Committee on Health, Education, Labor, and Pensions (HELP), Office of the Ranking Member, seeks unpaid interns and law clerks for the Summer of 2018 (May – August). The positions offer undergraduate, graduate, and law students the opportunity to gain substantive experience in a Senate office while participating directly in the legislative process.  Intern and law clerk responsibilities include, but are not limited to: assisting Committee staff in performing office duties, conducting research, analyzing legislation, drafting memorandums, and assisting in organizing hearings. Interns and law clerks play a key role in the office and will work closely with senior policy advisors.

**HELP Committee:** The HELP Committee works on a wide range of issues in the areas of health, education, labor, workforce, pensions, and oversight. Please specify within your application which office or offices you would prefer to work in.

**Qualifications**:  Applicants should have (i) an interest in public policy and (ii) a desire to learn.  They also must have good attention to detail, work well under pressure, be self-motivated, and possess excellent written and oral communication skills.  **Hours are flexible, but applicants should be available to work in the office at least three full days a week.**

**Openings:**

**Health Policy Intern:** interest and experience in health-related matters including but not limited to: Centers for Disease Control and Prevention, the Food and Drug Administration, Health Information Technology, Medicare/Medicaid, the National Institutes of Health, the Affordable Care Act, Women’s Health, Mental Health, Children’s Health, health equity/disparities, health workforce, and/or public health.

**Education Policy Intern:** interest or experience in education-related matters, including early childhood, k-12, and postsecondary education issues.

**Labor Policy Intern**: interest or experience in worker place related matters, including: labor rights, worker health and safety, equal employment opportunity and civil rights, wage and hour protections, family and medical leave, international labor rights, National Labor Relations Board, and Equal Pay.

**Pensions Intern/Law Clerk:** The Pensions team covers a wide range of topics from multiemployer defined benefit pension plans to 401(k)s to DOL’s conflicts of interest rule to coverage and leakage policies, among many other issues. Please note relevant classes taken, if any, in your cover letter.

**Oversight Law Clerk**: clerkship open to current law students or recent law school graduates who are interestedin health, education, and labor law and policies that strive to protect consumers, workers, and the public. Previous experience in government is not required but candidates should have a general understanding of the legislative process.

**Communications Intern:** Intern responsibilities include, but are not limited to: conducting research, drafting social media posts and other communication materials, and assisting Committee staff in performing office duties.

**Applications**:  Interested applicants should apply to this position by emailing a cover letter, resume, writing sample, and application form (found on the HELP Committee website: <http://www.help.senate.gov/ranking/internships>) to InternshipD@help.senate.gov. Please indicate your availability. **Washington state ties are preferred but not required**. Applicants are accepted on a rolling basis. The deadline for the Summer 2018 internship program is **Friday, March 2nd, 2018**. The office is an equal opportunity employer.  We do not discriminate on the basis of race, color, religion, sex, national origin, age, disability, gender, identity or sexual orientation.