

2025 Thomas R. Wolanin Congressional Internship Announcement

The application deadline is Friday, August 30, 2024.

Position Summary: The Thomas R. Wolanin Congressional Internship allows individuals in the first generation of their families to graduate from college to observe and participate in the federal policy-making process firsthand. The internship program was established by COE and the family of Thomas R. Wolanin in memory of the champion of student financial aid and college access.

Primary Responsibilities: Researching legislation; attending and summarizing meetings, briefings, and hearings; drafting talking points and memos; and supporting Committee staff.

Qualifications:

- Applicants must be first-generation students who have completed their baccalaureate degree within the past five years;
- Must have participated in one of the Federal TRIO Programs at either the pre-collegiate or undergraduate level;
- A keen interest in public policy and the desire to work towards expanded college opportunity;
- Strong written and oral communication skills;
- Ability to work in a fast-paced environment;
- Strong critical thinking and problem-solving skills;
- Ability to work both independently and collaboratively; and
- Strong computer skills, including proficiency in Microsoft Office (Word, Excel, PowerPoint, Outlook).

Stipend: This is a full-time position for 4 to 4.5 months. COE provides a stipend of \$2,700 monthly, round-trip travel to and from Washington, DC, and a \$1,500 per month housing allowance. COE also covers costs for any post-internship presentations regarding the experience.

Timing of the Internship: The timing of the internship may vary from year to year depending on the Congressional calendar and the intern's availability, but for the 2024-25 cycle, it is likely to begin in January 2025. Before placement in a Congressional Office, the intern will spend at least two weeks at the Council for Opportunity in Education to receive an introduction to the policy process. After the internship, COE expects the intern to complete a written summary of the experience and make one or more presentations about the internship to TRIO educators or students.

Application Process:

- A staff member of a TRIO program must nominate each candidate for the Wolanin Internship.
- The candidate must also submit a letter explaining their interest in policy and the internship, transcripts, and a letter of support from a faculty member.
- COE will interview finalists virtually before selecting the intern.

Applications are due before **Friday, August 30, 2024**. COE will notify applicants of their status on or about Friday, November 1. At that time, COE will finalize the internship scheduling and be responsible for securing the internship placement.

If you have any questions, please contact **Angela Holley** at angela.holley@coenet.org or (202) 347-7430.