

# PROFESSIONAL FELLOWSHIPS AND STUDENT PROGRAMS WITHIN THE U.S. FEDERAL GOVERNMENT

- *Office of Personnel Management (OPM)*  
PRESIDENTIAL MANAGEMENT FELLOWSHIP (PMF)

## **Targeted Group/Eligibility**

- U.S. Citizen
- Complete graduate degree prior to beginning PMF
- All disciplines (JD can apply but cannot practice law under PMF)

## **Application Dates**

Apply in fall of final year of graduate program (e.g., those graduating between September 1, 2009 and August 31, 2010, apply in Fall 2009).

## **Description**

The Presidential Management Fellows (PMF) Program was established by Executive Order in 1977 to attract to the Federal service outstanding men and women from a variety of academic disciplines and career paths who have a clear interest in, and commitment to, excellence in the leadership and management of public policies and programs. By drawing graduate students from diverse social and cultural backgrounds, the PMF Program provides a continuing source of trained men and women to meet the future challenges of public service

## **How to Find More Info**

[www.pmf.opm.gov](http://www.pmf.opm.gov)

- *Government Accountability Office (GAO)*  
PROFESSIONAL DEVELOPMENT PROGRAM (PDP)

## **Targeted Groups/Eligibility:**

- U.S. Citizen
- College graduate or Graduate School graduate, entry-level employees
- The selected staffing approach depends on your education, experience, and interests, and is decided before you are offered a position at GAO.

## **Application Dates**

Depends on Congress and the President, GAO usually comes to campus in Fall.

## **Description**

In your first 2 years with GAO, your PDP experience includes a combination of on-the-job and classroom training, regular feedback and coaching, and exposure to different projects and management styles. An advisor periodically meets with you to provide guidance and assistance to

help you adjust to the organization and GAO's work. Your advisor will help you create an Individual Development Plan (IDP) that identifies your professional goals, outlines your preferred assignments, and sets time frames for attending classroom training. Advisors also talk with managers and supervisors to ensure that you will receive appropriate feedback, coaching, and on-the-job-training. In addition, the PDP provides the opportunity for enriching activities, including orientation sessions, a speakers program, "shadowing" of senior staff, congressional hearings, and mentoring. Further, while in the program you are eligible to receive salary increases based on performance every 6 months. Projects assignments are based on a combination of GAO's needs and your background and interests. The PDP will place you in various project assignments after discussions with you and with GAO team representatives to ensure your exposure to different issues and managers during your first 2 years.

You will either

1. be assigned to one team to work on different projects within that team's area of specialization or
2. rotate among several teams to work on projects in different subject areas.

### **How to Find More Info**

<http://www.gao.gov/careers/pdp.html>

- **Government Printing Office (GPO)**  
**LEADERSHIP DEVELOPMENT PROGRAM (LDR)**

### **Targeted Group/Eligibility**

- U.S. Citizen
- Bachelor's, Master's or PhD degree.
- Leadership Skills and/or Experience.

### **Application Dates**

Mid-December through late January

### **Description**

The Leadership Development Program is a two year program consisting of formal classroom training, on-the-job-training, E-training, and developmental projects and assignments. The LDR program participants will have the benefit of trained and experienced mentors and will do four 5 1/2 month rotational assignments in the various lines of business. On average 14 LDRs are selected each year from internal and external candidates. The selection of the individuals involved the use of three objectively weighed assessment instruments (Watson- Glaser test, the Cognitive Aptitude Test and an English Writing test) and a structured interview. Rotational assignment plans (RAP sheets) are developed for each participant to ensure the activities and assignments are reinforcing specific leadership competencies. The RAP lists the activities, the competencies, and the method of measurement. The program starts with a three week orientation in late June 25th. The curriculum includes: communications style exercise, IT Security, Ethics, Six Sigma, Communicating with Diplomacy and Tact, introduction to our E-learning system, Leadership Roles, Managing Change, Understanding the Organizations Culture, Situational Leadership, and Mentor and Mentee Orientation. Prior to the start of the second rotation which begins in late January 28th, formal training is provided on: Conflict Management, Printing Processes and Terminology, Leading Change and Managing Breakthroughs, Project Management, Listening to the Voice of the Customer, MS Project Management, and Stress Management. The LDRs volunteer to lead highly interactive reviews regarding Business and leadership theory. These book reviews require creativity and effective presentation skills. They have also included guest participants from other offices. Some of the books reviewed include:

- Five Star Leadership: the Art and Strategy of Creating Leaders at Every Level. (Patrick L. Townsend)
- Leading Project Teams (Anthony T. Cobb)
- The Essential Drucker (Peter F. Drucker)
- The Art of Project Management (Scott Berkun)
- The Wisdom of Teams (Jon R. Katzenbach, Douglas K. Smith)
- Leading in an Upside-Down World (Jack Patrick Boyer)
- Good to Great (Jim Collins)

Divided into three teams, the LDRs engage in Cross Function Projects which are assigned by the Chief of Staff and Chief of Operations. Past projects included:

- A Detailed Analysis of the Digital Print Center.
- Discovery to Recommend a Cost Effective, Efficient Access to GPO Information.
- Business Process Analysis--Code of Federal Regulation.

### **How to Find More Info**

Contact Dr. Larry A. Blevins at 202-512-1054 or email at lblevins@gpo.gov and visit <http://www.fas.usda.gov/admin/newjobs/cip/select.html>

- ***U. S. Department of Agriculture (USDA)***  
**FOREIGN AGRICULTURAL SERVICE (FAS) CAREER INTERN PROGRAM (CIP)**

### **Targeted Group/Eligibility**

- U.S. Citizen
- Bachelor's, Master's or PhD degree.
- Relevant Coursework: Candidates for agricultural economist positions are required to have 21 hours of economics and 3 credit hours of calculus, accounting or statistics.
- Leadership Skills and/or Experience.
- Cultural Experiences Abroad or in the U.S., working with diversity.
- Teamwork Skills and/or Experience.
- Technical Skills: Windows software applications and knowledge of using the Internet
- Written Communication (the candidate may be asked to write an essay as part of the interview)
- Ability to travel domestically and/or abroad, as required by position.

### **Application Dates**

Applications reviewed twice a year, candidates kept on roster for one-year

### **Description**

The USDA's Foreign Agricultural Service (FAS) Career Intern Program (CIP) is designed to prepare exceptional men and women who have professional experiences in agriculture and/or business, a college degree, and competencies for careers in public service with FAS. Interns will participate in a two-year program that is designed to fine-tune their skills and abilities. FAS hires full-time employees for marketing specialist, international specialist, and agricultural economist positions through the CIP. The two-year internship provides the Career Intern an opportunity to learn about the agency as they work in up to four different areas in the Washington, DC, offices of FAS: Commodity and Marketing Programs, Export Credits, International Trade Policy, and International Cooperation and Development. On-the-job and formal training is provided on the basis of the intern's and agency's needs.

### **How to Find More Info**

<http://www.fas.usda.gov/admin/newjobs/cip/select.html>

- **AGRICULTURAL MARKETING SERVICE, MARKETING & REGULATORY PROGRAMS  
MANAGEMENT ANALYST (CAREER INTERN PROGRAM)**

**Targeted Group/Eligibility**

- U.S. Citizen
- Bachelor's, Master's or PhD degree.
- Relevant Coursework: Candidates for agricultural economist positions are required to have 21 hours of economics and 3 credit hours of calculus, accounting or statistics.
- Leadership Skills and/or Experience.

**Application Dates**

Mid January to early February

**Description**

The U.S. Department of Agriculture's (USDA) Marketing and Regulatory Programs (MRP) facilitated the domestic and international marketing of U.S. agricultural products and protects the health and care of animals and plants in the United States. MRP operates in domestic and global markets and offers an array of occupations and is committed to diversity in the workplace. This position is a 2-year internship in the excepted service. Upon successful completion of the internship, interns may be eligible for permanent placement with the agency without further competition. During the 2-year internship this appointment does not confer all of the opportunities usually associated with the competitive service such as tenure and transfer privileges. However, the selectee will be entitled to health and life insurance benefits, retirement benefits and leave accrual.

**How to Find More Info**

The USAJobs.gov website and search for Job Announcement Number DS261032-BM

- **U.S. Department of Health and Human Services (DHHS)**
  1. **DHHS EMERGING LEADERS PROGRAM (ELP)**

**Targeted Group/Eligibility**

- U.S. Citizen
- Graduate Students
- Those with appropriate levels of experience and education

**Application Dates**

Usually November through March

**Description**

The Emerging Leaders Program (ELP) is designed to recruit high potential employees and provide fast track development highlighting leadership and business skills through experiential learning and training. Program recruits for GS-9 level positions in the following career tracks; Administrative, Information Technology, Public Health, Scientific, and Social Science. Formal training and leadership development are the foundation of this two-year internship resulting in a cadre of well-trained, well-qualified employees for leadership roles in the Department of Health and Human Services.

**How to Find More Info**

<http://hhsu.learning.hhs.gov/elp/>

## **2. NATIONAL INSTITUTES OF HEALTH (NIH) ADMINISTRATIVE FELLOWS PROGRAM**

### **Targeted Group/Eligibility**

- U.S. Citizens
- Graduate Students
- Not focused on Scientists

### **Application Dates**

Deadline usually in March

### **Description**

This two-year fellowship (through the Federal Career Intern Program authority) features on-the-job training, mentoring, rotations and individualized development plans in the Administrative Officer, Grants Management Specialist, and Contracts Specialist career paths. The program offers a unique opportunity for qualified graduate students to launch a federal career with the NIH, the stewards of health for the nation and the world. You don't have to be a scientist to work at the NIH.

### **How to Find More Info**

Email [adminfellows@mail.nih.gov](mailto:adminfellows@mail.nih.gov). Does not appear on their website.

- ***U.S. Department of Justice (DoJ)***  
***Federal Bureau of Investigation (FBI)***  
**FBI HONORS INTERNSHIP PROGRAM**

### **Targeted Groups/Eligibility**

- U.S. Citizen
- Undergraduate students must be in their junior or senior year, attending a college or university full-time
- Graduate students must be enrolled in a college or university, attending full-time
- All applicants must be returning to their respective schools for at least one semester immediately following the completion of the internship
- Students must have a minimum cumulative grade point average (GPA) of 3.0 or above on a 4.0 scale and be in good standing with their academic institution
- Candidates must be citizens of the United States
- Candidates must meet all FBI Employment Requirements, be able to pass an [FBI Background Investigation](#), and receive a Top Secret Security Clearance

### **Application Dates**

Deadlines are usually in October for the following year (e.g., 10/2008 deadline for 2009 class)

### **Description**

The FBI Honors Internship Program offers undergraduate and graduate school students an exciting insider's view of FBI operations and provides an opportunity to explore the many career opportunities within the Bureau. The Honors Internship Program brings students to work at FBI Headquarters in Washington, D.C., and usually begins on the first Monday in June and ends on the second Friday in August. FBI Honors Interns can look forward to ten extremely rewarding and interesting weeks. You'll be working side-by-side with Special Agents and Professional Staff personnel on important cases and management issues. You'll feel like you're a part of the Bureau...because you are.

Honors Interns are assigned to an FBI Headquarters division based on their academic discipline, potential contribution to the division, and the needs of the FBI. For instance, Honors Interns whose discipline is in the physical sciences may be assigned to the FBI's Laboratory Division in nearby Quantico, Virginia. Honors Interns whose discipline is in information technology may be assigned to the FBI's Cyber Division or one of the FBI's IT divisions. All Honors Interns are under the supervision of the head (i.e., Assistant Director) of their assigned division. By the end of your internship, you will have a thorough understanding of the inner workings of the FBI and a deep feeling of satisfaction that the work you have done has helped the lives of ordinary citizens. You will also learn about the many career opportunities at the FBI. No matter what career path you eventually choose, serving as an FBI Honors Intern will be an experience you will never forget, and one that will benefit you in all of your future endeavors.

### **How to Find More Info**

<http://www.fbijobs.gov/231.asp#3>

- ***U.S. Department of Labor (DoL)***  
**MBA FELLOWS PROGRAM**

### **Targeted Groups/Eligibility**

- U.S. Citizen
- ALL GRADUATE STUDENTS, not just MBA graduates

### **Application Deadlines**

Usually in December for following Fall. Check the site for program deadlines

### **Description**

The MBA Fellows Program at the U.S. Department of Labor (DOL) is a comprehensive, entry-level employment and career development program. Through this intensive, two-year program participants will gain the necessary skills and competencies for potential success and future advancement within the Department. The Department of Labor's ability to successfully serve the American workforce depends on recruiting and retaining top-notch talent. The professional and personal growth of participants is fostered through a number of developmental program components:

- Orientation
- Rotational assignments in various DOL agencies
- Individual Development Plan
- Mentoring, Career Development, and Networking
- Shadowing assignments

### **How to Find More Info**

[http://www.dol.gov/oasam/doljobs/MBA\\_Outreach\\_Program/mba\\_outreach\\_page3.htm](http://www.dol.gov/oasam/doljobs/MBA_Outreach_Program/mba_outreach_page3.htm)

- ***U.S. Department of Transportation (DoT)***  
**1. TRANSPORTATION CAREER RESIDENCY PROGRAM**

### **Targeted Group/Eligibility**

- U.S. Citizen
- Recent college graduate with a master's degree, academically prepared, motivated and innovative
- Superior academic record
- Potential for professional growth and development

- Keen interest in analysis and management of policies and programs
- Desire to create a safer, simpler and smarter transportation program
- Targeted recruitment will focus on three career paths: Transportation Specialists, Engineers, and Business/Information Technology Specialists. Please return to this site periodically for additional information on program recruitment.

### **Application Dates**

Deadline for 2007 was late April, check site for updated information

### **Description**

As a DOT Transportation Career Resident, you will complete a 24-month professional development "residency." This challenging program will provide DoT corporate development as you participate in DOT orientations, job rotations and group assignments. Through a combination of mentoring, professional development planning and a corporate development curriculum, we will enhance your strategic and technical skills. Most DOT Resident positions will require a graduate degree and will be filled at the GS-9 level. Some engineering positions may be filled at either the GS-7 or GS-9 level.

### **How to Find More Info**

[http://careers.dot.gov/stu\\_entryprog.html](http://careers.dot.gov/stu_entryprog.html)

## **2. FEDERAL HIGHWAY PROFESSIONAL DEVELOPMENT PROGRAM**

### **Targeted Groups/Eligibility**

- U.S. Citizen
- Completed undergraduate or graduate degree

### **Description**

The FHWA Professional Development Program (PDP) is a dynamic and challenging program that provides approximately two years of entry-level career development for college graduates with a bachelor's or master's degree. Several career options are offered in the PDP, with each career option having a different specialty to match your educational background, skills and interests. The PDP also provides participants with training opportunities; planned career development; attendance at a Professional Development Academy; geographic and occupational mobility; and diversified experience.

### **How to Find More Info**

<http://www.fhwa.dot.gov/aaa/pdp/index.htm>

## **3. DOT HONORS ATTORNEYS PROGRAM**

### **Targeted Groups/Eligibility**

- U.S. Citizen
- Must be graduating from law school the spring of the same year the program begins or completing a judicial clerkship in the summer of that year

### **Application Dates**

Early October for following year's class that starts in September (e.g., October 2007 deadline for class to start September 2008)

### **Description**

During the two-year program, each Honors Attorney spends at least four months in the General Counsel's office, and completes several four-month rotations in Chief Counsels' offices throughout DOT's Operating Administrations. Honors Attorneys receive challenging and responsible assignments and develop an understanding of the particular legal problems that face each DOT Operating Administration. They also have the opportunity to gain a comprehensive overview of the DOT's activities and to learn how policy decisions are implemented.

### **How to Find More Info**

<http://www.dot.gov/ost/ogc/HONORS/index.html>

- ***U.S. Department of Energy (DoE)***  
**1. COMPUTATIONAL SCIENCE GRADUATE FELLOWSHIP (DOE CSGF)**

### **Targeted Groups/Eligibility**

- U.S. Citizen or permanent resident alien
- Students must be planning full-time, uninterrupted study toward a Ph.D degree at a U.S. university.
- Students in their first or second year of graduate study in the physical, engineering, computer, mathematical, or life sciences are eligible to apply for the DoE Computational Science Graduate Fellowship. Exceptional senior undergraduates who can meet all the requirements listed here may also apply.
- Students must be enrolled at a department that either:
  - Does not require that graduate students perform support activities (e.g., teaching, grading, etc.) to qualify for the doctoral degree or
  - Will waive such requirements, if they exist, for DOE CSGF fellows during the period of their fellowship.

### **Application Dates**

The 2009-2010 fellowship application period ended *January 14, 2009*.

### **Description**

The Department of Energy Computational Science Graduate Fellowship (DOE CSGF) is a program funded by the Department of Energy's Office of Science and National Nuclear Security Administration. Now in its 16<sup>th</sup> year, the DOE CSGF trains scientists to meet the nation's workforce needs and helps to create a nationwide interdisciplinary community. The fellowship provides support and guidance to some of the nation's best scientific graduate students, and these graduates now work in DOE laboratories, private industry and educational institutions. The fellowship currently supports 63 students at 35 universities in 22 states. Over 250 students at more than 50 U.S. universities have trained as Fellows, and the demand is only growing.

### **How to Find More Info**

<http://www.krellinst.org/csgf/index.shtml>

## **2. NATIONAL NUCLEAR SECURITY ADMINISTRATION (NNSA) NONPROLIFERATION GRADUATE PROGRAM (NGP)**

### **Targeted Groups/Eligibility**

- U.S. Citizen
- Graduate student (recently completed or currently enrolled) with academic specialization in: International

Affairs, Political Science, Economics, Chemical Sciences, Physics, Nuclear Engineering, Engineering

- Career interest in nuclear nonproliferation, U.S. national security interests
- Demonstrated maturity, good judgment, self-motivation
- Excellent interpersonal skills and ability to work in an integrated environment
- Conversational fluency in a foreign language is a plus

### **Description**

Fellows work within NNSA's Office of Defense Nuclear Nonproliferation on programs designed to detect, prevent, and reverse the proliferation of weapons of mass destruction, while mitigating the risks from nuclear operations.

Administered by Pacific Northwest National Laboratory in Richland, WA, the 12 month, full-time fellowship program provides participants with specialized training and practical experience on projects and initiatives that contribute to a safer world. In addition to gaining valuable experience working with federal government programs, participants have opportunities to collaborate with the U.S. Department of Energy, other government agencies, national laboratories, and non-governmental organizations.

Placements are in Washington, D.C. or Germantown, Maryland.

### **Application Dates**

Deadline usually in late October for following year's class. October 26, 2009 for 2010 class.

### **How to Find More Info**

<http://ngp.pnl.gov>

- ***U.S. Department of Housing and Urban Development (HUD)***  
**FEDERAL CAREER INTERN PROGRAM**

### **Targeted Groups/Eligibility**

- U.S. Citizen
- Requires successful completion of a 2 year formal training and development internship to be eligible for conversion to a career appointment.

**Application Dates: check web for information updates**

### **Description**

This program selects interns to complete a 2 year formal training and development internship. This program is intended to recruit professional staff at the GS-05, 07, and 09 grade levels, and upon successful completion may be eligible for career appointments. You do not have to be a student to be eligible for this program. Your level of entrance will depend on your previous education and work experience.

### **How To Find More Info**

<http://www.hud.gov/offices/adm/jobs/internship.cfm#step>

- ***U.S. Department of Homeland Security (DHS)***  
**HONORS FELLOWSHIP**

### **Targeted Groups/Eligibility**

- U.S. Citizens
- Graduate Students

## **Application Dates**

October for following year

## **Description**

The Honors Fellowship is used by the Department of Homeland Security to recruit the brightest minds from top universities around the country who wish to gain invaluable government experience. We seek highly motivated graduates who are interested in working with top policymakers in such areas as: policy development, international affairs, strategic planning, international law, immigration policy, bioterrorism, science and technology, cargo trade, transportation and infrastructure, intelligence, cyber security, public affairs, and many others. Those exceptional candidates who are selected as Honors Fellows will serve for two years. Upon completing the Fellowship, you will have the opportunity to convert to a permanent position at DHS.

## **How To Find More Info**

[http://www.dhs.gov/xabout/careers/gc\\_1198253509076.shtm](http://www.dhs.gov/xabout/careers/gc_1198253509076.shtm)

- ***U.S. Environmental Protection Agency (EPA)***  
**EPA INTERN PROGRAM (EIP)**

## **Targeted Groups/Eligibility**

- U.S. Citizen
- Those who have completed a Bachelor's degree. Grad students can apply as well.

## **Application Dates**

2008 Fellowship Deadline is January 2008

## **Description**

The EPA Intern Program (EIP) at the U.S. Environmental Protection Agency (EPA) is a comprehensive, entry level, professional, full-time employment and career development program. As a program participant, you will join an intensive two-year program to help you "jump-start" your career and develop your potential for future advancement within the Agency.

Attracting and retaining top-notch employees is crucial to the success of EPA. To foster both their personal and professional growth, EIPers participate in a two-year EPA familiarization and career development program. Key components of the program are:

- An Orientation Conference held in Washington, DC, to familiarize new EIPers with the Agency;
- Multiple rotational assignments, including an opportunity for a two-month rotation to a different geographic location;
- Individual Development Plans to serve as road maps for professional and personal development during the program and beyond;
- Site visits and group project to introduce the "hands-on" work of the Agency, such as research, monitoring, environmental clean-up, community involvement, compliance, and prevention;
- A Graduation Conference, featuring team training and environmental studies;
- On-going networking activities.

The EIP seeks graduates from Bachelors degree programs in a variety of academic majors, including, but not limited to:

- *Biological Sciences and Ecology*
- *Chemistry and Physical Sciences*
- *Environmental Engineering*

- *Financial Management*
- *Public and Environmental Policy*
- *Business*
- *Computer Science*
- *Environmental Studies*
- *International Studies*
- *Public Administration*

The objective of the program is to help Interns develop their potential for future advancement within EPA. When these positions are available, they are advertised at [EPA at USAJobs](#). Applications are completed online with supplemental materials mailed to addresses noted in the application packages. For further information on the EPA Intern Program, visit <http://www.epa.gov/ohr/eip.html>.

### **How To Find More Info**

<http://www.epa.gov/careers/gradopp.html>

- *The White House*  
**THE WHITE HOUSE FELLOWS PROGRAM**

### **Targeted Group/Eligibility**

- U.S. Citizens
- Employees of the federal government are not eligible unless they are career military personnel.
- Applicants must have completed their undergraduate education and be working in their chosen professions.
- There are no formal age restrictions. However, the fellowship program was created to give selected Americans the experience of government service early in their careers.
- A record of remarkable professional achievement early in one's career.
- Evidence of leadership skills and the potential for further growth.
- A demonstrated commitment to public service.
- The knowledge and skills necessary to contribute successfully at the highest levels of the federal government.

### **Application Date**

All applications for the 2008 class must be submitted online by February 1, 2008

### **Description**

White House Fellows typically spend a year working as full-time, paid special assistants to senior White House Staff, the Vice President, Cabinet Secretaries and other top-ranking government officials. Fellows also participate in an education program consisting of roundtable discussions with renowned leaders from the private and public sectors, and trips to study U.S. policy in action both domestically and internationally. Fellowships are awarded on a strictly non-partisan basis. The purpose of the White House Fellows program is to provide gifted and highly motivated young Americans with some first-hand experience in the process of governing the Nation and a sense of personal involvement in the leadership of society. Being a White House Fellow is a once-in-a-lifetime experience. Fellows work hand-in-hand with leaders at the highest levels of government. They enjoy informal, off-the-record meetings with leading representatives from the worlds of business, the arts, science and technology, media and politics. White House Fellows travel abroad to explore issues of global significance. They travel at home to see U.S. policy in action. And Fellows forge life-long friendships with the other remarkable men and women who share this unparalleled experience.

The White House Fellows Program is the nation's most prestigious fellowship for leadership development and public service.

#### **How To Find More Info**

<http://www.whitehouse.gov/fellows/>

#### **Miscellaneous Discoveries**

- ***U.S. Department of Housing and Urban Development (HUD)*  
**STUDENT CAREER EXPERIENCE PROGRAM (SCEP)****

#### **Targeted Groups/Eligibility**

- U.S. Citizenship is required for conversion into permanent employment.
- Attend an accredited college or university and pursue a bachelor's or master's degree.
- Be able to provide a letter of verification from your educational institution showing proof of that you are currently enrolled at least half time in school.
- Work experience must relate to academic study. (i.e. Urban studies, Urban/regional planning, Geography, Engineering, Economics, Architecture, Political science, Public affairs, Social work, Social policy, Sociology)

#### **Description**

This program hires students for valuable work experience directly related to your academic field of study. This program requires a formal agreement between the student, the school, and HUD. You may be eligible for permanent employment under this program after successfully completing your education and after working a minimum of 640 work hours. Students work flexible work schedules, and are from all educational levels, however we prefer students who are juniors and seniors.

#### **How To Find More Info**

<http://www.hud.gov/offices/adm/jobs/internship.cfm#step>

- ***U.S. Department of the Interior*  
**U.S. FISH AND WILDLIFE SERVICE, STUDENT CAREER EXPERIENCE PROGRAM**  
**(SCEP)****

#### **Targeted Groups/Eligibility:**

- U.S. Citizen
- At least 16 years of age. (students currently in school)
- Enrolled or accepted for enrollment in a program of study leading to a degree, diploma, or certificate, at an accredited high school, technical or vocational school, two or four year college or university, graduate or professional school.
- Taking at least a half-time course load as defined by the school. An exception to this requirement is permitted when a student is in the final period before graduation and needs to complete less than a half-time course load.
- A student in a good standing with the academic institution and maintaining the grade point average (GPA) requirements of the school.

#### **Application Dates**

Ongoing

#### **Description**

The U.S. Fish & Wildlife Service (Service) is the principal Federal agency assigned to the protection, conservation and enhancement of fish, wildlife, and their habitats. To accomplish this mission, the Service employs many of the country's best biologist, wildlife managers, engineers, realty specialists, law enforcement agents, and others who work to save endangered and threatened species and conserve migratory birds and inland fisheries. The Service provides expert advice to other Federal agencies, industry and foreign governments; and manages more than 700 offices and fields stations, among which are:

- Seven Regional Offices
- Over 500 National Wildlife Refuges
- Nearly 69 National Fish Hatcheries (raising over 150,000,000 fish a year)
- Field offices in every state
- The Service's Headquarters office in Washington, D.C.

The Student Career Experience Program (SCEP) was established to recruit high quality employees into the Federal Service, to support equal employment opportunity objectives, to provide exposure to public service, and to promote education. This program includes positions in all occupational groups (Professional, Administrative, Technical, Clerical, Wage Grade) within the Service.

### **How To Find More Info**

[http://www.fws.gov/jobs/wwd\\_student.html](http://www.fws.gov/jobs/wwd_student.html)

- ***U.S. Department of Labor (DOL)***  
**SECRETARY ELAINE L. CHO INTERNSHIP PROGRAM**

### **Targeted Groups/Eligibility**

- U.S. Citizens
- Current students, recent grads

### **Application Deadline:**

Deadline for Spring semester is December 1<sup>st</sup>

### **Description:**

The Student Internship Program provides students with the opportunity to learn about how federal government agencies operate and to interact with the leaders of various agencies within DOL.

### **How Do I find More Information:**

<http://www.dol.gov/sec/media/internprogram.htm>

- ***U.S. Department of State***  
**THOMAS R. PICKERING FOREIGN AFFAIRS/GRADUATE FOREIGN AFFAIRS FELLOWSHIP**

### **Targeted Group/Eligibility**

- U.S. Citizen
- Applicants must have a minimum undergraduate grade point average of 3.2/4.0
- At the time of application, candidates must be seeking admission to graduate school for the following academic year. Winners are expected to enroll in a two-year, full-time master's degree program in either public policy, international affairs, or public administration, or in an academic field such as business, economics, political science, sociology, or foreign languages (U.S. graduate institutions only).

## **Application Date**

2008 Competition will close February 4, 2008

## **Description**

The goal of the fellowship program is to attract outstanding students who enroll in two-year master's degree programs in public policy, international affairs, public administration, or academic fields such as business, economics, political science, sociology, or foreign languages, who represent all ethnic, racial and social backgrounds and who have an interest in pursuing a Foreign Service career in the U.S. Department of State. The program develops a source of trained men and women who will represent the skill needs of the Department and who are dedicated to representing America's interests abroad. The U.S. Department of State Graduate Foreign Affairs Fellowship Program was renamed the Thomas R. Pickering Graduate Foreign Affairs Fellowship Program to honor one of the most distinguished and capable American diplomats of the latter half of the 20th century. Mr. Pickering held the rank of Career Ambassador, the highest rank in the U.S. Foreign Service. He served as Ambassador to Nigeria, El Salvador, Israel, India, and the Russian Federation, finishing his career as Under Secretary of State for Political Affairs. The Pickering Graduate Foreign Affairs Fellowship is funded by the U.S. Department of State and administered by the Woodrow Wilson National Fellowship Foundation. The fellowship develops a source of trained men and women from academic disciplines representing the skill needs of the Department who are dedicated to representing America's interests abroad. Tuition, room, board, and mandatory fees are paid for the first year and second year of graduate study, with reimbursement for books and travel (one round trip per academic year, up to a set maximum amount).

## **How To Find More Info**

<http://careers.state.gov/students/programs.html#CEP>

- ***U.S. Environmental Protection Agency (EPA)***  
**NATIONAL NETWORK FOR ENVIRONMENTAL MANAGEMENT (NNEMS) PROGRAM**

## **Targeted Groups/Eligibility**

- U.S. Citizen
- Any associate, undergrad or grad student enrolled for academic credit at an accredited educational institution

## **Application Dates**

2008 Fellowship Deadline is January 2008

## **Description:**

Each year, the NNEMS program offers fellowships developed and sponsored by EPA Headquarters in Washington, D.C. and in EPA's 10 regional offices and laboratories throughout the United States. The projects are specifically narrow in scope, allowing students to complete the fellowship while working full-time at EPA during the summer or part-time during the school year. Recipients of NNEMS fellowships receive a stipend based on the student's level of education and the duration and location of the project. The purpose of the NNEMS program is to:

- Provide students with practical research opportunities and experiences in an EPA office or laboratory
- Increase public awareness of and involvement in environmental issues
- Encourage qualified individuals to pursue environmental careers
- Help defray the costs associated with the pursuit of academic programs related to the field of environmental

protection, such as pollution control, science, engineering, technology, social science, and specialty areas

### How To Find More Info

NNEMS Website <http://www.epa.gov/enviroed/NNEMS/index.html>

- *U.S. Securities and Exchange Commission (SEC)*  
SUMMER HONORS BUSINESS PROGRAM

### Targeted Groups/Eligibility:

- U.S. Citizen
- Open to graduate students currently pursuing MBAs or other master's degrees in such areas as accounting, economics, finance, information systems/information technology, human resources, public policy and related fields
- Students must complete one full-year of graduate coursework toward their degree before the start of their SEC internship
- Graduating students are eligible **only if** they will be continuing in another degree program immediately following their SEC internships
- Academic achievement (applicants must have a minimum **3.0 GPA**.)
- Previous relevant employment experience will be considered
- Writing, research, and analytical abilities
- Student leadership positions, honors and publications
- Relatives of SEC employees **are not** eligible

### Application Dates

Applications reviewed on a rolling basis. Positions usually start in May and last 10 weeks

### Description

The U.S. Securities and Exchange Commission's (SEC) Summer Honors Business Program is an internship program that introduces students pursuing MBAs and other graduate degrees in such areas as accounting, economics, finance, information systems/information technology, human resources, and public policy to the regulation of the securities markets and the work of the Commission. Graduate students from universities across the country have the opportunity to work for 10 weeks during the summer in the Commission's Washington, DC headquarters or one of its 11 regional and district offices nationwide.

- Seminars and workshops on issues of importance in securities regulation. Past presentations have included: Securities Fraud on the Internet, Detection and Prosecution of Insider Trading, and an Overview of the Derivatives Markets
- Mentoring program: students are paired with an SEC attorney or a business professional who provides them with additional insight and guidance throughout the internship experience
- Professional development, social and cultural activities

### How To Find More Info

[http://www.sec.gov/jobs/jobs\\_students.shtml](http://www.sec.gov/jobs/jobs_students.shtml)