

PANETTA INSTITUTE – Congressional Internship Program Call for Applications

Application Deadline: **Friday, March 6, 2020**

The Panetta Institute's 22nd annual *Congressional Internship Program* will be held from August 9 through December 4, 2020. This 13-week program combines a rigorous two-week academic orientation at the Panetta Institute for Public Policy at CSU, Monterey Bay along with experiential education as a Panetta intern in a Washington, D.C. office of a California member of the U.S. House of Representatives. While serving in our nation's capital the student will also attend regular seminars. Upon completion of all requirements for this course, interns will earn full-time academic units that will be posted to their university transcripts. All program costs are covered, including housing, ground transportation, travel to and from Washington, D.C. and some reimbursement for living expenses.

Any academic major may apply; the program is open to qualified students regardless of income.

Eligibility and Qualifications:

Education

- Must be enrolled as a junior or senior at the start of the internship
- Has not applied for graduation
- High academic standing at all colleges/universities attended

Experience

- Outstanding student leader, who is not a former *Panetta Institute Congressional Internship* program participant.
- Demonstrated commitment to community and public service

Skills and Other Qualities

- Advanced written and verbal communication skills (especially clarity of speech)
- General computer proficiency
- Flexibility to adjust with poise to changing deadlines and priorities
- Strong organizational skills and ability to multi-task and prioritize assignments
- Ability to be a good team member with an attitude of doing what it takes to get the job done with a pleasant, cooperative, and professional demeanor
- Exemplary conduct on campus and in the community
- Full-time commitment to the Panetta Institute's *Congressional Internship Program*; no extra-curricular or outside courses allowed
- Resident of California
- Proof of health insurance that is compliant with the Affordable Care Act and provides coverage while residing and working in Washington, D.C.

Application Process:

To apply, students need to send these materials to Dr. Ronald Rogers at Ronald.Rogers@sjsu.edu by Friday, March 6, 2020 (5:00 PM PST):

1. Complete college transcripts including community/junior college work and/or other college/university work;
2. Professional resume;
3. Two-page written essay stating the reasons for her/his interest in the Panetta Institute's *Congressional Internship Program*;
4. A copy of one of the student's most recently graded papers (at least three pages long) with the professor's comments and grade accompanying or written on the paper.

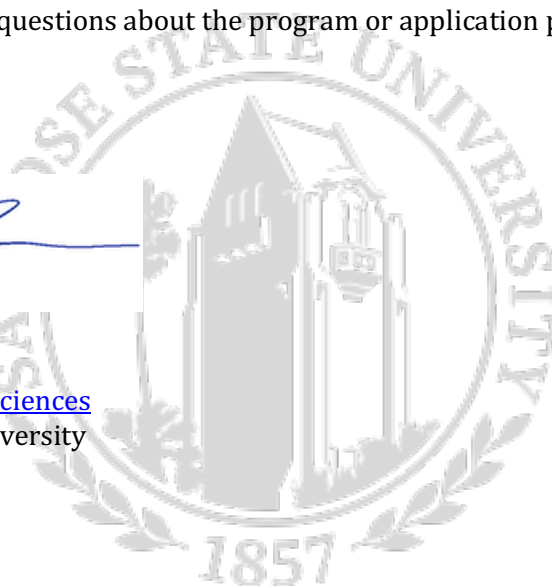
A review committee will select San José State University's nominee. That student will be informed of the decision and will interview with the selection committee during the week of March 16th and will interview with the campus President, Dr. Mary Papazian, on or before Friday, March 20th.

Please direct any questions about the program or application process to Dr. Rogers.

Sincerely,



Ronald F. Rogers
Associate Dean
[College of Social Sciences](#)
San José State University





The Panetta Institute for Public Policy

Congressional Internship Program Description

The Panetta Institute extends its mission of service through its *Congressional Internship Program*. This program is open to undergraduate students in their junior or senior year with an interest in public service within any academic discipline from the twenty-three California State Universities and three private colleges and universities. This internship provides the opportunity to work and live within the rich cultural, historical and political heritage of our nation's capital. As interns with Congress, students gain firsthand exposure to the American political process while attaining professional learning experience that offers meaningful, practical work experience and provides an opportunity for career exploration and development.

The sponsor and donors of the Panetta Institute make it possible to offer this opportunity without regard to a student's financial background. Since the Panetta Institute pays all expenses, any qualified student can participate regardless of family income. Student selection is based on exemplary scholastic record, potential for a public service career and interest in politics.

Two-Week Orientation

A fundamental part of the *Congressional Internship Program* academic curriculum is the two-week orientation designed to supplement the intern's experience through attending and participating in the class sessions, and then completing reflective, substantive session reviews. Experts in their respective fields present seminars during this orientation. During the first week of the orientation, seminars concentrate on: the United States Congress, the legislative process of regular order, House of Representatives parliamentary rules and procedures, budget and appropriations process, congressional committees and structure, elections, congressional-presidential relations, federal and state relations, American jurisprudence as lead by the U.S. Supreme Court and the role of a free press in a democracy.

Specific topics presented in the first week during the 2019 *Congressional Internship Program* included:

- The Founding and Creation of the American Republic;
- The Legislative Process: Congressional Leadership, Committees and Policymaking;
- A Historical Overview of Legislative-Executive Relations;
- Historical Factors Underlying Current Congressional Gridlock and Partisanship;
- House of Representatives Parliamentary Rules and Procedures;
- The Differences in Legislative Leadership at the Federal, State and Local Level;
- The Budget and Appropriations Process;
- Legislative and Administrative Structures of a Congressional Office;
- Present-day Congressional-Presidential Relations;
- American Jurisprudence and the Role of the Supreme Court;
- Freedom of the Press and the Role of a Free Press in a Democracy; and
- The Role, Duties and Responsibilities of an Intern.

During the second week of orientation, seminars focus upon key national policy issues. Specific topics presented during the 2019 program included:

- National Security;
- Foreign Interference in U.S. Elections;
- A Detailed Review of the Russian Investigation;
- Foreign Relations;
- Defense Policy;
- The War on Terror;
- Cyber Security;
- Climate Change;
- National Debt;
- Trade Policy;
- U.S. Economic Policy;
- Current Issues Raised by the Federal Budget, The National Debt and Tax Policy;
- Healthcare Policy;
- Current and Landmark Cases before the U.S. Supreme Court and the Effects of these Decisions on Social and Domestic Policy;
- The State of U.S. Infrastructure;
- Natural Resources and Water;
- Issues Arising from Current U.S. Trade Policy;
- Education Reform;
- Energy Challenges;
- Aging and Diversity; and
- Comprehensive Immigration Reform.

In addition, students participate in a budget reconciliation assignment and a three-part consensus building exercise. Students also receive targeted lessons on communication skills in a Congressional office and policy writing instruction.

Guest Speakers

The 2019 two-week orientation began with a series of seminars presented by Secretary Leon E. Panetta on Defense Policy, Cyber-Security, National Security, Congressional Structure and Committees and Foreign Policy. In addition to Secretary Panetta's seminars a total of forty-two experts consisting of distinguished representatives from Congress, government agencies, military, press, academia and public policy institutes addressed the interns with their unique insights and expertise during the course of forty-seven seminars.

The Hon. Luis Alejo, Supervisor, District 1, Monterey County Board of Supervisors and California State Assembly, Districts 28 and 30 (2010-2016);

John Arquilla, Ph.D., Professor and Chair of Department of Defense Analysis, Naval Postgraduate School;

Dan Balz, Chief Correspondent for *The Washington Post*;

Jeremy Bash, J.D., Chief of Staff to the Secretary of Defense (2011-2013) and Chief of Staff to the Director of the CIA (2009-2011);

Theresa Cardinal Brown, Director of Immigration and Cross-Border Policy, Bipartisan Policy Center;

James Copeland, White House Deputy Assistant to President Jimmy Carter (1977-1979);

Jim Cunneen, California State Assembly, District 24 (1994-2000);

Hector Flores, M.D., Founding Member and Co-Director of the White Memorial Medical Center Family Residency Program and Member of the Blue Shield of California Board of Directors;

Les Francis, Deputy White House Chief of Staff to President Jimmy Carter (1977-1979);

The Hon. Cynthia Garfield, Councilmember, City of Pacific Grove;

The Hon. Joe Gunter, Mayor, City of Salinas;

Colonel Gary Hausman, USA, Commandant, Defense Language Institute Foreign Language Center ;

Frank Hespe, J.D., attorney at Nicora and Hespe;

Jeffrey Horwitt, Senior Vice President, Hart Research Associates;

Jamil Jaffer, J.D., Founder, National Security Institute, Adjunct Professor of Law and Director of the National Security Law and Policy Program;

Janeesha Jones, 2016 The Panetta Institute for Public Policy Congressional Intern;

Wyatt Juntunen, 2018 The Panetta Institute for Public Policy Congressional Intern;

Fred Keeley, California State Assembly, District 27 (1996-2002);

The Hon. John Laird, Secretary, California Natural Resources Agency;

Stephanie Leonard, Communications Project Manager, Next 10;

Willard Clark Lewallen, Ph.D., Superintendent/President, Hartnell Community College District;

Drew Liebert, J.D., Chief Counsel, California Assembly Judiciary Committee (1998-2015);

The Hon. William Lowery, United States Representative (R), 41st District, California (1981-1993);

James Mayer, President and CEO, California Forward;

Joe Minarik, Ph.D., Chief Economist, Office of Management and Budget (1993-2001) and Senior Vice President and Director of Research Committee for Economic Development;

Eduardo Ochoa, Ph.D., Assistant Secretary for Postsecondary Education (2010-2012) and President, CSU Monterey Bay;

Atticus Reyes, 2017 The Panetta Institute for Public Policy Congressional Intern;

The Hon. Marty Russo, United States Representative (D), 3rd District, Illinois (1975-1993);

The Hon. Simón Salinas, Supervisor, District 3, Monterey County and California State Assemblyman (2000-2006);

Jan Smutny-Jones, Chief Executive, Office of Independent Energy Producers Association;

George Somero, Ph.D., Associate Director, Hopkins Marine Station Stanford University;

Matthew Spence, Ph.D., J.D., Deputy Assistant Secretary of Defense for Middle East Policy (2012-2015);

Jodie Torkelson, Chief of Staff to United States Representative Rick Nolan, 8th District, Minnesota;

Fernando Torres-Gil, Ph.D., United States Assistant Secretary on Aging United States Department of Health and Human Services (1993-1997) and Professor of Social Welfare and Public Policy University of California, Los Angeles;

Commander Paula Travis, Meteorology and Oceanography Program Office, Naval Postgraduate School;

Amanda Tyler, Professor of Law, University of California, Berkeley School of Law; and

Thomas Wickham, J.D., Parliamentarian, United States House of Representatives.

Congressional Internship in Washington D.C.

During the orientation, the Panetta Institute conducts intensive phone interview training sessions with each student to prepare them for their phone interview with a Congressional office within the California delegation in Washington, D.C. The Panetta Institute arranges interviews with Congressional staff members and secures each student's appointment to intern for a congressional office.

Following the two-week orientation at the Panetta Institute, interns begin their two and one-half months internships for a member of the California congressional delegation on Capitol Hill. During the 2019 Congressional Internship Program, the following California congressional offices hosted a Panetta Institute:

The Honorable Ami Bera

The Honorable Mike Thompson

The Honorable John Garamendi

The Honorable Alan Lowenthal

The Honorable Ron Ruiz

The Honorable Minority Leader Kevin McCarthy

The Honorable Salud Carbajal

The Honorable Speaker of the House Nancy Pelosi

The Honorable Ken Calvert

The Honorable Nanette Diaz-Barragan

The Honorable Jimmy Panetta

The Honorable Eric Swalwell

The Honorable Harley Rouda
The Honorable Paul Cook
The Honorable Adam Schiff
The Honorable Katie Hill
The Honorable Jimmy Gomez
The Honorable Ted Lieu
The Honorable Ro Khanna
The Honorable Gilbert Ray Cisneros
The Honorable T.J. Cox
The Honorable Doris Matsui
The Honorable Karen Bass
The Honorable Mark Takano
The Honorable Jim Costa
The Honorable Susan Davis

Washington D.C. Seminars

In addition to their work in congressional offices, interns attend weekly seminars on policy issues and different aspects of government. These seminars are scheduled in Washington, D.C. with nationally-renown experts exclusively for the Panetta Institute's interns. The 2019 Washington D.C. seminar schedule included a special meeting with **Secretary Leon E. Panetta** and a group photograph with him along with:

Dr. Alan Binder, Princeton Professor and former Vice Chair of the Federal Reserve System

United States Representative Ken Calvert along with attending a House Appropriations Committee hearing

Senator Tom Daschle, former United States Senator from North Dakota

Michèle Flournoy, former Under Secretary of Defense for Policy;

Dr. Pat Griffin, former White House Legislative Director;

Jeffrey Horwitt, Senior Vice President, Hart Research Associates

Jamil Jaffer, J.D., Founder, National Security Institute,
Adjunct Professor of Law and Director of the National Security Law and Policy Program
along with a tour of the United States Supreme Court;

Doris Meissner, former Commissioner of the Immigration and Naturalization Service;

United States Representative Jimmy Panetta
along with attending a House Ways and Means Committee hearing and vote; and

House Parliamentarian Thomas Wickham along with a tour of the House floor.

Academic Work and Credits

The *Congressional Internship Program* is uniquely designed to have an academic focus alongside an experiential learning component. **Students receive academic credit for each of the five component parts of the program for a total of twenty academic units.** Students must research and write a twenty-page comprehensive research policy paper. Students are also responsible for writing and submitting a twenty-page academic reflective journal that is a polished compendium of the student's internship experience. Students are further graded on their internship job performance through congressional staff reviews.