

Good Afternoon,

My name is Alex Schnelle, and I am the intern coordinator for Congressman Steve Cohen's Washington DC office. As the spring semester slowly but surely approaches, I wanted to make sure students at the University of Memphis were aware of our spring internship opportunity. I believe that this is a very valuable opportunity that would especially benefit U of M Political Science majors who are interested in the political process and federal government.

In the past, our office has benefited greatly from interns who have come from the University of Memphis. I am reaching out to you in hopes that you can pass along our spring internship opportunity with students in your department. I have included the entire internship posting below:

Congressman Steve Cohen seeks a positive, energetic, and resourceful Intern for his Washington, DC office. Candidates should have excellent written and communication skills, work well under pressure in a fast-paced environment, and be a strong self-starter and team player. Responsibilities include: answering phones and greeting visitors; leading constituent tours of the US Capitol; assisting the Legislative Correspondents in processing and writing constituent mail; and providing research and other support to legislative staff. Potential for handling legislative issues. Previous Capitol Hill experience preferred. Tennessee ties a plus and a sense of humor is a must. Interested applicants should submit a cover letter, resume and a one page writing sample to alex.schnelle@mail.house.gov, no calls or drop-bys, please.

Please let me know if you have any additional questions.

Thanks!

Alex Schnelle

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