Description: OFCCP Internship in the Mid-Atlantic Region
Application Open/Close Date: Now through May 3, 2013
Starting Date: May 2013

Responsibilities:
US-DOL OFCCP Internship is designed to provide advanced students with occupational experience related to their academic course study in the area of public service. Interns will gain direct insight of federal, state and local government interaction as part of the OFCCP Mid-Atlantic Region Office.

Interns will directly participate in a variety of activities to support individual programs. Projects and activities may include, but are not limited to: participating in high-level interagency meetings; coordinating meetings with external stakeholders; communicating with governmental agencies at local, state and federal levels; creating and updating databases; planning educational and outreach cultural forums; and administrative duties as needed.

OFCCP is currently accepting applications for the select Intern positions. Invited Interns must be available for four months and able to commit a minimum of 15 hours per week. As a volunteer/non-paid position, Interns must consent to abide by the program agreement. Eligibility:
- At least a part-time student in good standing at an accredited post secondary learning institution.
- Currently pursuing a bachelor’s, masters or law degree. Bachelor’s degree candidates should be in their junior or senior year.
- A student in a field of study that includes: public administration, business administration, communications, public policy, public relations and marketing, journalism, law, literature, English or IT.

OFCCP’s mission is to protect workers, promote diversity and enforce equal employment opportunity and affirmative action laws to foster an effective, sustainable and transparent government for the American people. In the cover letter, explain why you are interested in becoming an Intern with OFCCP and describe a specific situation that drew on your decision making, planning, and organizing skills. Please share the outcome or result of the situation. Submit your resume and cover letter via email to whipple.vincent@dol.gov no later than May 3, 2013. Please write “OFCCP Intern” in the subject of the email submission. OFCCP is an equal opportunity employer, providing programs and services in a fair and impartial manner. For more about OFCCP, please visit www.dol.gov/ofccp.