

Montana Governor Steve Bullock

Internship Opportunities

The Governor's Office is currently seeking interns for Fall 2018 and the 2019 Legislative Session. Only unpaid internships are available, and candidates must receive credit for the internship. The Governor's Office will work with the right candidate on any required documentation and program alignment.

Governor's Office interns will work closely with staff in the Governor's Office to support staff efforts, provide background research, write briefing memos, attend meetings, work with businesses and foreign delegations, enter information in CRM database, and communicate with constituents and elected officials across the state. Interns will gain experience in a variety of policy areas, communications and press, constituent services, economic development, and will get an in-depth understanding of how state government interacts with local, national, and international communities.

Candidates for the internship will have the following skills and qualifications:

- Organized
- Strong written and oral communication skills
- Ability to conduct research projects
- Detail oriented
- Ability to critically analyze information
- Proficient in Microsoft Word and Excel
- Self-motivated
- Reliable

The intern will be required to work 10-20 hours (part-time) or 40 hours (full-time) per week. Specific start and finish dates are flexible.