



OFFICE OF THE GOVERNOR 2012 MICHAEL CURRY SUMMER INTERNSHIP PROGRAM

The Office of the Governor encourages college juniors, seniors and graduate students from all disciplines to apply for a summer internship. Michael Curry interns work in the Governor's Office and in various agencies under the Governor's jurisdiction learning, firsthand, the operations of Illinois State Government.

This ten-week program carries a stipend of \$1,264 per month and begins approximately June 1.

The Office of the Governor complies with the provisions of the Americans with Disabilities Act. All qualified individuals are eligible to participate in the program.

To apply, fully complete the attached application. **Unless a reasonable accommodation has been requested and approved, handwritten applications will be returned.** Applicants must have the Registrar's Office from your college(s)/university(s) send a copy of your transcript to the program director. PLEASE, NO RESUMES; send completed applications only.

Positions are primarily based in Springfield with very limited placements in Chicago. To be eligible, applicants must be Illinois residents and not have previously participated in the Michael Curry Summer Internship Program. Relocation is at the applicant's expense.

Completed applications and transcripts should be sent directly to **Office of the Governor, Michael Curry Summer Internship Program 503 Stratton Office Building, Springfield, IL 62706**. If you have any questions, need more information or wish to request a reasonable accommodation, please call Alicia Harris (217/782-7950 *TTY 217/558-2238) between 8:30 a.m. and 5:00 p.m.; Monday through Friday. **Applications must be postmarked by February 12, 2012. Applications postmarked after this date will be returned.**



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1) NAME _____
(first) (middle) (last)

ADDRESS (CURRENT SCHOOL) _____
(street) (city) (state) (zip)

CURRENT TELEPHONE NUMBER _____

FINAL DATE AT THIS ADDRESS _____

DATE CLASSES END FOR SUMMER BREAK _____

PERMANENT ADDRESS _____
(street) (city) (state) (zip)

PERMANENT TELEPHONE NUMBER _____

E-MAIL ADDRESS _____ SOCIAL SECURITY NUMBER _____

2) EDUCATION

In the summer of 2012, you will be: **JUNIOR** **SENIOR** **GRADUATE**

UNDERGRADUATE INSTITUTION _____

MAJOR FIELD _____ DEGREE EXPECTED _____

GRADUATE INSTITUTION _____

MAJOR FIELD _____ DEGREE EXPECTED _____

COLLEGE GPA _____ / _____

LAW SCHOOL _____ YEAR _____

3) CHOICE OF LOCATION

THE **MAJORITY** OF POSITIONS WILL BE IN SPRINGFIELD. **APPLICANTS WILLING TO RELOCATE WILL BE RESPONSIBLE FOR THEIR HOUSING ACCOMMODATIONS. YOUR GEOGRAPHIC CHOICE WILL BE STRICTLY ADHERED TO,** AND IS OFTEN A DETERMINING FACTOR IN FINAL PLACEMENT. INDICATE YOUR PREFERENCE BY CIRCLING ONE OF THE FOLLOWING:

CHICAGO SPRINGFIELD

4) DO YOU HAVE ACCESS TO A CAR? _____

5) LIST THE COMPUTER PROGRAMS IN WHICH YOU ARE PROFICIENT

6) HAVE YOU PREVIOUSLY APPLIED TO THE MICHAEL CURRY SUMMER INTERNSHIP PROGRAM?

YES NO

IF YES, WHEN DID YOU APPLY? _____

WERE YOU ACCEPTED? YES NO

DID YOU PARTICIPATE? YES NO

(NOTE: IF YOU PARTICIPATED BEFORE, YOU ARE INELIGIBLE)

7) WORK EXPERIENCE

<u>BUSINESS</u>	<u>DUTIES</u>	<u>DATES</u>	<u>HOURS/WEEK</u>
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8) EXTRA CURRICULAR ACTIVITIES

9) HONORS

10) REFER TO THE ATTACHED PAGES ON WHICH DEPARTMENTS ARE LISTED AND INDICATE THREE PREFERENCES ON THE LINES BELOW

THE NUMBER OF INTERNSHIPS IS LIMITED. **YOU CANNOT BE GUARANTEED** ANY OF YOUR PREFERENCES. IF YOU CANNOT BE PLACED IN ANY OF YOUR PREFERRED AGENCIES, WOULD YOU STILL BE INTERESTED IN PARTICIPATING IN THE PROGRAM?

YES NO

IF YES, YOUR PLACEMENT WILL BE BASED AS MUCH ON YOUR ACADEMIC BACKGROUND AND YOUR FUTURE VOCATIONAL PLANS AS POSSIBLE.

NOTE: As a condition of employment, state law requires that "every male born on or after January 1, 1960, and less than 27 years old, shall submit documentation, at time of appointment, evidencing his registration with the Federal Selective Service System."

11) WITHIN THE SPACE PROVIDED BELOW, PLEASE STATE A CURRENT PUBLIC POLICY PROBLEM AND A PROPOSED SOLUTION.

TOPIC: _____

12) IN A BRIEF ESSAY, STATE THE FOLLOWING: (a) THE SPECIAL QUALITIES/ATTRIBUTES YOU WILL BRING; (b) YOUR PRESENT CAREER GOALS, AND, (c) WHAT YOU EXPECT TO GAIN/CONTRIBUTE BY PARTICIPATING IN THE MICHAEL CURRY SUMMER INTERNSHIP PROGRAM.

**2012 MICHAEL CURRY
SUMMER INTERNSHIP PROGRAM**

DEPARTMENTS	GENERAL	CRITERIA/REQUIREMENTS
AGRICULTURE		Business; Communication; Computer Science; Public Administration
CAPITAL DEVELOPMENT BOARD		Accounting; Architecture; Business; Communications; Computer Science; Engineering or construction related degree.
CENTRAL MANAGEMENT SERVICES		Business; Communication; Computer Science/Programming; Contract Administration; Finance; Health Services; Marketing; Math, Sociology
CHILDREN AND FAMILY SERVICES		Social Work; Child Welfare Services; Human services; Psychology; Public Administration; Pre-law; good listening, verbal and written communication skills; good interpersonal skills; computer skills
COMMERCE & ECONOMIC OPPORTUNITY		Business; Communications; Economics; Energy/Environmental Studies; Finance; marketing; Public Relations
COMMERCE COMMISSION		Talented seniors and graduate students who are committed to excellence, think creatively, and have demonstrated academic achievement in the areas of accounting, computer science, economics, engineering, human resources of law
CORRECTIONS		Accounting; Business Administration; Criminal Justice; Law; Marketing; Psychology
EMPLOYMENT SECURITY		Accounting; Business; communications; Economics; English; Fiancé; Liberal Arts; Political Science; Public Administration
FINANCIAL & PROFESSIONAL REGULATION		Business Management; Finance; Political Science, Public Administration; excellent written/oral communication, computer and research skills; professional business manner
GUARDIANSHIP & ADVOCACY COMMISSION		A current law student in either second or third year, a student majoring in paralegal studies; Masters Degree in Social Work; Bachelors Degree in any of the following; Accounting; computer Science; Public Administration. Ability to work independently and possess good organizational skills.
HEALTHCARE & FAMILY SERVICES		Accounting; Business; Criminal Justice; Education; English; Law; Management; Public Administration; Psychology; Social Work; Sociology; Statistics; Health Science; Healthcare Policy; Public Finance; writing skills
HIGHER EDUCATION		Math; English, graduate work or senior level; computer skills; good oral, written communication and interpersonal skills.
HISTORIC PRESERVATION AGENCY		Archeology; Architecture; History; Park & Recreation graduate or upper level undergraduate
HUMAN RIGHTS		Computer Science; Political Science; Pre-Law; Sociology

**2012 MICHAEL CURRY
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DEPARTMENTS	GENERAL	CRITERIA/REQUIREMENTS
HUMAN SERVICES		Management; Public Administration, Political Science; Sociology; Humanities; Journalism; Accounting; Business Administration; Computer Science; excellent organizational, research, verbal and written communication skills.
INSURANCE		Accounting; Actuarial Science; Business; computer Science; English; Journalism; Public Administration; Statistics; health-care experience; strong writing skills; ability to review technical contract language; medical and insurance terminology; IBM OS/2; Lotus 1,2,3; microcomputer programming, installation, customization; attention to detail; knowledge of insurance
LIQUOR CONTROL COMMISSION		English; Liberal Arts; Pre-Law
MILITARY AFFAIRS		History; Public History; Museum Science; computer literacy; command of English language
NATURAL RESOURCES		Park and Recreation graduate or upper level undergraduate. Experience working as a camp counselor preferred; Computer Science; Computer activities including web page construction and GIS applications.
NUCLEAR SAFETY		Chemistry; Computer Science; Engineering; Environmental Health; Physical Science
PUBLIC HEALTH		Biological Sciences; Computer Science; Health Science; Mathematics/Statistics; Physical Sciences
REVENUE		Accounting; Art; Communications; Computer Science; Finance; Liberal Arts; Management; Music;:philosophy; Political Science; Public Administration
STATE POLICE		Communications; Computer Science; Criminal Justice; Business; Law
TRANSPORTATION		Biological Science; Business Management; Civil Engineering; Computer Science; Engineering Technology Planning; Natural Science
VETERANS AFFAIRS		Public Relations; Political Science; good verbal and written communication skills; honorably discharged veteran or member of reserve component

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The Governor's Office encourages college juniors, seniors and graduate students from all disciplines to apply for a summer internship. Michael Curry Interns work in the Governor's Office and at various agencies under the Governor's jurisdiction, learning firsthand, the operations of Illinois State Government.

- Placements:** Various state agencies under the Governor's jurisdiction with limited positions available in the Governor's Office.
- Duration:** 10 weeks beginning approximately June 1, 2012.
- Compensation:** \$1,264 per month
- Requirements:** **ILLINOIS RESIDENTS** who are college juniors, seniors, graduate and law students. Relocation will be at intern expense.
- Background:** All majors acceptable
- Location:** Predominantly in Springfield with limited Chicago placements.

CALENDAR: (subject to change)

October 2011-----Applications available
February 12, 2012-----Application deadline
March/April 2012-----Application screening
May 2012-----Applicants notified
June 1, 2012-----Program Commences

CONTACT:

Curry Internship Coordinator
503 Stratton Office Building
Springfield, IL 62706

Please direct questions to:
Alicia Harris
217/782-7950
217/558-2238 (TTY)

<http://www2.illinois.gov/gov/Pages/Opportunities.aspx>
