



RIPPAC Spring / Summer Internship Guide – 2026

Please complete and EMAIL as soon as possible to: **RIPPAC@rowan.edu**

Name of Office / Association / Organization ___Office of Congressman Josh Gottheimer - NJ Office_____

Internship Coordinator ___Alek Pearlman___ Coordinator's Phone/Email _2014148938_alek.pearlman@mail.house.gov_

Main Office Address _____21-00 Route 208 South, Suite 240 Fair Lawn, NJ 07410_____

Spring 2026 Internship? Y **N** # of Open Intern Positions for Spring 2026 _____0_____

Summer 2026 Internship? **Y** N # of Open Intern Positions for Summer 2026 _____2_____

Where will the internship be done?

___X___ Office (In-person) _____ Remote (Student works from home) _____ Hybrid

Dates / Length of Internship ___May 18th-ish – July 4th & July 6th – August 28th-ish___ Required Hours/Week _16_

Is there a salary or stipend? **Y** N If so, how much? _If the intern is from the district, the office utilizes the annual House Paid Internship Program to help pay interns a small stipend._

What is the application process? *(Please include deadlines & other requirements. Feel free to attach additional pages.)*

___Deadline is March 27th. [Please submit an application at https://gottheimer.house.gov/internships](https://gottheimer.house.gov/internships) _____

Intern work areas: Clerical ___X___ Research ___X___ Errands ___X___ Organizing ___X___

Please explain the work that will be required of the intern: _____A wide range of tasks, including, but not limited to, the following: answering constituent phone calls, assisting with legislative research, drafting and batching constituent correspondence._____

Will there be opportunities for the intern to observe:

Internal strategy sessions? ___No___ Legislative sessions? ___Yes___ Committee hearings? ___Since it's in the district office in NJ, they could only tune in virtually._

Is the intern expected to work evenings and weekends? If so, please explain. _____No_____

Do you have any suggestions for the applicants? *(Please use additional pages if necessary)* _____