



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 Senator Raj Mukherji

Internship Coordinator Tricia Augustine-Hamilton Coordinator's Phone / Email 732-318-0634

Main Office Address _121 Newark Ave, First Floor, Jersey City, NJ, 07302

Spring 2026 Internship? ☒ Y ☐ N # of Open Intern Positions for Spring 2026 N/A

Summer 2026 Internship? ☒ Y ☐ N # of Open Intern Positions for Summer 2026 N/A

Where will the internship be done?

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

Dates / Length of Internship 8-10 weeks Required Hours/Week 8-15hrs/week

Is there a salary or stipend? Y ☒ N ☐ If so, how much? _____

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

Please fill out this form by ASAP for a spring internship or by March 15th for our summer internship program:

<https://forms.office.com/Pages/ResponsePage.aspx?id=JbBWm1eppU2ILkzARcviW2XcALXERUhDpv1egvAkNT1UM0RIWUxVN0Q2TDYzRDEzVVoXTDVXVFoxVS4u>

Intern work areas: Clerical X Research X Errands _____ Organizing X

Please explain the work that will be required of the intern: **The intern** will be responsible for keeping up to date on legislative matters pertaining to **the** 32nd district, including monitoring constituent opinions via phone and email, staffing **the** senator as necessary, and preparing communications as it relates to legislation, including press releases, newsletters, and form letters to constituents. In addition to **their** responsibilities, **interns** also learn how to read legislation, conduct intakes, and navigate which state agencies are best positioned to help with constituent matters.

Will there be opportunities for the intern to observe:

Internal strategy sessions? X Legislative sessions? X Committee hearings? X

Is the intern expected to work evenings and weekends? If so, please explain. Potentially, if they would like to staff the senator at events or if our office is conducting community outreach at a street fair, but certainly not with regularity.

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