Legislative District 14 Senator Linda R. Greenstein Internship Program

Senator Linda R. Greenstein, proudly representing the 14th Legislative District, is happy to invite college students to apply to our Spring Internship Program. This is an excellent opportunity that offers valuable real-world experience within a state Senate office, allowing students to gain a comprehensive understanding of a district office's operations and the legislative process itself.

Our internship program is designed to provide our interns with a deep understanding of the various aspects of the way our office functions. During the internship, interns will participate in activities such as assisting in constituent services, conducting community outreach, organizing civic events and projects, managing databases, and gaining valuable insight into how the legislature works. As an intern, you will actively assist our staff with special events, constituent services, legislative initiatives, and general administrative duties, providing you with experience in the creation of legislation as well as the process of passing legislation.

We encourage interested applicants to take advantage of this opportunity by applying for our 2026 Fall Internship Program. Interested applicants are required to submit their application via email to this application link by **November 25th**. Senator Greenstein and the 14th Legislative Senate District Office look forward to the chance to work alongside you, assisting your professional growth and enhancing and enriching your understanding of the New Jersey State Legislature.

Program Eligibility:

- Applicants must be eligible to work in the U.S. and be a resident of the State of New Jersey.
- Enrolled in a full-time accredited NJ undergraduate college, community college, or university.
- Must have a cumulative GPA of 2.5 or higher (on a 4-point scale)
- Selected participants must be available for the entire program
- Can dedicate 15 hours a week
- Must be able to commute to Cranbury, NJ

Key Responsibilities:

- Excellent written and oral communication skills
- Strong organizational skills and ability to work with minimal supervision
- Critical thinking and creative problem solving
- Ability to manage multiple tasks and completing deadlines simultaneously
- Proficient in using Microsoft Word and Excel

- Active involvement in monitoring District and State issues, current events and relevant legislation
- Provide accurate and complete information on constituent inquiries and community issues
- Assist with and maintain office procedures, routine correspondence, telephone inquiries and special projects
- Assist with responding to a variety of constituent inquiries and issues

Interests/Areas of Study:

Preferred Majors: Social Science/Liberal Arts, Public Administration/Service, Political Science, Law, Government, Environmental Science, Communications, Business Administration and Finance.

All applicants must provide the following:

1) Copy of a Resume
2) Copy of your transcript (unofficial transcripts are accepted)
3) Cover Letter
4) 2-3 References