

Internship Program

"The experience was rewarding. The things I learned are not taught in a classroom." - Josh Galperin, graduate of University of Delaware and former intern

Internship Program Summary:

Who is eligible?

Congressman Castle is looking for qualified, hard-working and creative applicants to intern in either his Washington, D.C. or Wilmington, DE offices. All internships are unpaid and are offered only to college students. Applicants must be self-motivated, possess strong writing skills and have a desire to work in a fast-paced environment. The Congressman is always looking for the "Delaware Connection", although students from other states are welcome to apply. Internships will be offered three times a year during the fall, spring and summer semesters. Summer interns will be asked to work five days a week from 8:30am until 5:30 pm with some flexibility possible, while fall and spring interns will be asked to set-up a schedule at the beginning of the internship.

Why do I want to intern with Congressman Castle?

In the District Office, interns assist with constituent correspondence and community outreach. Interns will be encouraged to participate in daily office functions such as answering phones, writing letters to constituents and joining staff in meetings and events.

In Washington, interns have the opportunity to learn the legislative process and the Congressman's voting record. Interns will learn about specific issues the Congressman is working on and bills that concern Delawareans and our Nation. Interns in the Congressional Office will be asked to answer phones, answer constituent questions, write letters to constituents, attend hearings/ briefings and conduct research. Interns in Washington will also be encouraged to attend the Congressional Intern Speaker Series.

In both the Washington and Wilmington offices, interns will be required to complete a Daily Intern Log and a short 1-2 page wrap-up memorandum at the end of the internship summarizing their experience in either office.

How to Apply:

Please complete the following downloadable application, including your resume, cover letter and writing sample (please see specific instructions on this.) Please submit the following applications by e-mail, mail or fax to:

attn: Intern Coordinator

201 North Walnut Street

Suite 107

Wilmington, DE 19801-3970

By fax to the Wilmington office: (302) 428-1950

By fax to the Washington office: (202) 225-2291

e-mail: de00job@mail.house.gov

Intern Application

*Please do not send applications in the mail to the Washington, DC office. Due to security the mail is still very slow and your application might not get to the office before the intern positions fill up.

*Please specify on the application whether you are interested in the Washington, DC or Wilmington, DE office.

What do I do now?

Qualified candidates will be contacted by phone or by email. They will be asked to come in for an interview in either the Washington, DC or Wilmington, DE office at their earliest convenience. Interns who are accepted for an internship will be notified by mail once the interns have been selected.

If you have any questions about the program, please feel free to contact the Washington office at (202) 225-4165 or the Wilmington office at (302) 428-1902.