Here is the updated list of links to internships I’ve been able to compile via my sources. The list below is separated into organizations looking for interns in the Summer semester, and those who are looking for interns every semester. I’ll update the list every so often as I get additional information.

As always you would need to do the legwork to make this or any internship happen. Start your by checking out the Political Science department’s internship webpage here: https://www.bsu.edu/academics/collegesanddepartments/political-science/activities-opportunities/internships. From there, a great resource to start your search here in the state of Indiana is IndianaIntern: https://indianaintern.net. If you’re thinking Washington, DC or elsewhere for an internship outside the state, check out http://www.internships.com. Otherwise, search on Google for national, state and local government agencies, politicians, or non-profit organizations and they should have listings on their webpages as they become available.

Remember to contact me (Dr. Hildebrand) at shildebrand@bsu.edu if you have any questions, or at least before interviewing just to make sure the internship falls under the parameters needed in the department for your degree (topic, job description, time requirements, etc.).

Thanks!
SH

**Looking for Summer Interns:**

**Government/Politics:**
Governor’s Public Service Internship Program – Indianapolis, IN (Summer)
https://www.in.gov/spd/2335.htm

Secretary of State’s Summer Fellow Program – Indianapolis, IN (Summer)
https://www.in.gov/sos/4045.htm

City of Lebanon Parks & Recreation – Lebanon, IN (Summer)

Indy Achieves – Indianapolis, IN (Summer)
https://www.indianaintern.net/internships/detail/18270/indy-achieves-community-liaison

Indiana Electric Cooperatives – Wanatah, IN (Summer)
https://www.indianaintern.net/internships/detail/18258/marketing-communications-intern-kankakee-valley

Indiana Recycling Coalition – Indianapolis, IN (Summer)
https://www.indianaintern.net/internships/detail/18204/communications-design-intern

Noble County Government – Albion, IN (Summer)
https://www.indianaintern.net/internships/detail/18144/information-systems-tech
Noble County Plan Commission – Albion, IN (Summer)
https://www.indianaintern.net/internships/detail/17863/community-planner-internship

Noblesville Housing Authority – Noblesville, IN (Summer)
https://www.indianaintern.net/internships/detail/18041/community-development-intern

Steuben County Economic Development Corporation – Angola, IN (Summer)
https://www.indianaintern.net/internships/detail/18279/chief-marketing-internship

Butler GIS/IT Department – Butler, IN (Summer)
https://www.indianaintern.net/internships/detail/17827/gis-intern

City of Rushville – Rushville, IN (Summer)
https://www.indianaintern.net/internships/detail/17952/special-projects-intern

Non-Profits:
American Red Cross – Indianapolis (Summer)
https://www.indianaintern.net/internships/detail/17975/summer-2019-communication-internship
https://www.indianaintern.net/internships/detail/17968/summer-2019-development-internship

Cancer Support Community Central Indiana – Indianapolis, IN (Summer)
https://www.indianaintern.net/internships/detail/17297/program-development-marketing-intern

Lake Area United Way – Griffith, IN (Summer)
https://www.indianaintern.net/internships/detail/17297/program-development-marketing-intern

Indiana State Fairground – Indianapolis, IN (Summer)
https://www.indianaintern.net/internships/detail/18183/information-technology-intern
https://www.indianaintern.net/internships/detail/18181/sponsorship-intern
https://www.indianaintern.net/internships/detail/18178/report-writing-internship
https://www.indianaintern.net/internships/detail/18177/programming-events-intern-
https://www.indianaintern.net/internships/detail/18175/marketing-intern
https://www.indianaintern.net/internships/detail/18173/human-resources-intern-
https://www.indianaintern.net/internships/detail/18172/hazard-assessment-team-intern
https://www.indianaintern.net/internships/detail/18169/eoc-intern
https://www.indianaintern.net/internships/detail/18165/contracts-office-intern
https://www.indianaintern.net/internships/detail/18163/communications-pr-internship

Freetown Village – Indianapolis, IN (Summer)
https://www.indianaintern.net/internships/detail/18064/development-intern

Children’s Museum of Indianapolis, Indianapolis, IN (Summer)
https://www.indianaintern.net/internships/detail/17523/human-resources-intern

Special Olympics Indiana – Indianapolis, IN (Summer)
https://www.indianaintern.net/internships/detail/18187/marketing-public-relations-intern

Girls Inc of Greater Indianapolis – Indianapolis, IN (Summer)
https://www.indianaintern.net/internships/detail/17019/development-intern

Public Policy:
BCe2/We2 – South Bend, IN (Summer)
https://www.indianaintern.net/internships/detail/17751/summer-intern

Congressional:
Senator Todd Young’s Office
https://www.young.senate.gov/help/internships

Senator Mike Braun’s Office
https://www.braun.senate.gov/services/internships

Congressman Pete Visclosky’s Office
https://visclosky.house.gov/serving-you/internships

Congresswoman Jackie Walorski’s Office
https://walorski.house.gov/services/internships/

Congressman Jim Banks’ Office
https://banks.house.gov/constituent-services/internships.htm

Congressman Jim Baird’s Office
https://baird.house.gov/services/internships

Congresswoman Susan Brooks’ Office
https://susanwbrooks.house.gov/services/internships

Congressman Greg Pence’s Office
https://pence.house.gov/services/internships

Congressman Andre Carson’s Office
https://carson.house.gov/help-from-andre/internships

Congressman Larry Bucshon’s Office
https://bucshon.house.gov/constituent-services/internships.htm

Congressman Trey Hollingsworth’s Office
https://hollingsworth.house.gov/forms/internships/

Below is a list of internship opportunities Dr. Hildebrand has been in touch with personally. Specific descriptions about the available positions follow below. If you have any questions about
these or any internship opportunities, please contact Dr. Hildebrand at shildebrand@bsu.edu to set up an appointment.

**Organization: Hancock County Prosecutor’s Office**  
**Location: Greenfield, IN**  
**Semesters Available: Summer, Fall, Spring**

The Hancock County Prosecutor’s Office is seeking law student internship applicants with a demonstrated interest in criminal law. The positions are unpaid, although applicants are encouraged to participate in the school sponsored, for-credit Prosecutor Externship Program.

An intern for the Hancock County Prosecutor’s Office will mainly provide support to the deputy prosecutors as they prepare their cases for trial. Responsibilities may include, but are not limited to, legal research, victim contact, witness preparation, summarizing statements, and trial preparation. In the event an intern is able to become a Certified Legal Intern under Admission and Discipline Rule 2.1 of the Supreme Court of Indiana, responsibilities may include representing the State of Indiana in court by handling the prosecution of criminal cases in one of the Hancock County courts.

If you are interested in this opportunity, you may submit your resume to:

Shannon Crull  
Victim Assistant Coordinator  
Hancock County Prosecutor’s Office  
27 American Legion Place  
Greenfield, IN 46140  
scrull@hancockcoingov.org  
Fax (317) 477-1180

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**Organization: Ice Miller LLP**  
**Location: Indianapolis, IN**  
**Semesters Available: Summer**

Ice Miller LLP is looking for two Public Affairs Interns to work in their downtown Indianapolis office this summer. The internship would begin May 6th and last through August 30th. To qualify, you need to be a graduate student or junior/senior with an excellent GPA. Strong writing and summarization skills are required to be successful in this role, as well as the ability to juggle multiple priorities. The candidate must be able to thrive in a fast-paced environment, with time-sensitive materials, and maintain strict confidentiality due to the nature of the position.

Please submit a resume and cover letter to Dr. Hildebrand via email at shildebrand@bsu.edu no later than March 15th to be considered for this opportunity. In-person interviews may be required prior to forwarding information to Ice Miller LLP, to continue the screening process.

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Updated February 21 2019
Organization: Logansport Mayor’s Office  
Location: Logansport, IN  
Semesters Available: Summer

The City of Logansport is accepting applications for a summer internship beginning May 13 and continuing through the Friday before the start of fall classes at the recipient’s college or university. Interns majoring in public policy or city management are preferred, but other majors may be considered. The successful applicant will be working through the Mayor’s Office and be assigned to work with the mayor, deputy mayor and administrative assistant to staff the office, attend meetings and work on at least two assigned municipal projects. There is a $1,000 stipend available and the intern will not work a 40-hour week, but will work as necessary.

The City of Logansport is the seat of Cass County and is located 70 miles north of Indianapolis and 70 miles south of South Bend. The city is an Equal Opportunity Employer.

Interested applicants should submit a cover letter, resume and three references by 5 p.m. April 30 to Mayor Dave Kitchell, Room 200 City Building, 601 East Broadway, Logansport, IN 46947, or e-mailed to dkitchell@cityoflogansport.org.

Organization: Kokomo City Engineer’s Office  
Location: Kokomo, IN  
Semesters Available: Summer, Fall, Spring

A paid summer internship opportunity is available in Kokomo with the City Engineer's Department.

The intern would be working with the City Engineer on projects relating to traffic and environmental concerns around the city, as well as ADA compliance issues. They are offering full time employment, with a stipend of $10 per hour for this position. The city's application for employment can be found here:  
http://www.cityofkokomo.org/document_center/Seasonal_Application___Temporary_Laborer___Park__Street__Traffic___Cemetery_.pdf?fbclid=IwAR2lZP8-tEb0iTkcTXcoJNgjwk57SKypekahPPE7kdLFbEe4PWSkXxLmgN0

To apply, please fill out the application form and return it to Carey Stranahan, City Engineer at: cstranahan@cityofkokomo.org. Please also let Dr. Hildebrand know you’ve applied when you submit the application.

Organization: Carmel Streets Department  
Location: Carmel, IN  
Semesters Available: Summer

The Streets Department in Carmel is seeking a summer intern to assist in the administration of the Paser road rating system around the community. The intern would be analyzing the quality of streets around the city and recommending repair for those needing it. They will train you on the
program and its application. The program is used across the country, meaning the internship will give you a valuable skill for your resume, and a leg up on competition when looking for a position after graduation.

The internship is a paid position at a rate of $13/hour and is full-time 8:00-4:30 Monday through Friday with one hour each day for lunch. If they are satisfied with your performance, they have offered individuals the chance to return and intern again the following summer at a higher pay rate.

To apply, you can get the application on the city’s webpage: [http://www.carmel.in.gov/index.aspx?page=106](http://www.carmel.in.gov/index.aspx?page=106). There is no job description online at the time, but the general application is available there. Also, please contact the Streets Department Director Dave Huffman to discuss the position further before applying. His number is 317-733-2001, and you can find out more about him here: [http://www.carmel.in.gov/index.aspx?page=101](http://www.carmel.in.gov/index.aspx?page=101)

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**Organization: Carmel Police Department**  
**Location:** Carmel, IN  
**Semesters Available:** Summer

The Carmel city Police Department is looking for a Summer 2019 intern. The position provides an opportunity for a student to gain inside experience into the day-to-day operations of a police department. The position would begin in May and last through the Summer. More information about the internship program and an application form is available at this web link: [http://www.carmel.in.gov/department-services/police/community-resource-programs/internship-program](http://www.carmel.in.gov/department-services/police/community-resource-programs/internship-program)

If you have any questions about the position, please contact Lt. Joseph Bickel at JBickel@carmel.in.gov or 317-571-2745.

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**Organization: Noblesville Parks Department**  
**Location:** Noblesville, IN  
**Semesters Available:** Summer

The Noblesville city Parks Department is looking for a Summer 2019 intern. The position involves assisting in planning, organizing, and implementing summer events put on by the department. This is a paid position. More information about the internship program and instructions on how to apply are available at this web link: [http://s3.amazonaws.com/evrconnect/sites/57/documents/1556/Intern.pdf?1548358457](http://s3.amazonaws.com/evrconnect/sites/57/documents/1556/Intern.pdf?1548358457)

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**Organization: Munster Parks & Recreation Department**  
**Location:** Munster, IN  
**Semesters Available:** Summer
The Munster Parks & Recreation Department is looking for a Summer 2019 intern. The position involves assisting in planning, organizing, and implementing summer events put on by the department. This is a paid position. More information about the internship program and instructions on how to apply are available at this web link: http://s3.amazonaws.com/evrconnect/sites/57/documents/1512/Recreation_Intern_Description.pdf?1545833606

Organization: Bluffton Parks Department  
Location: Bluffton, IN  
Semesters Available: Summer

The Bluffton Parks Department is looking for a Summer 2019 intern. The position involves assisting in planning, organizing, and implementing summer events put on by the department. Tasks include event planning, advertising, and attendance as well as maintenance of their social media platforms and the updating of documentation for the city’s computer system. This is an unpaid position.

Dr. Hildebrand will handle the initial screening of candidates. Please send a cover letter and resume to him via e-mail at shildebrand@bsu.edu no later than April 1 to be considered. He may require in-person interviews before forwarding information on to the Bluffton Parks Director, who will then continue the screening process.

Organization: Ball State Center for Peace and Conflict Studies  
Location: Muncie, IN  
Semesters Available: Summer, Fall, Spring

Are you looking for an internship that is conveniently located on campus? Are you looking to work in fields related to social justice, diversity, multiculturalism, human rights, public service/administration, communications, marketing, law, and/or peace?

Look no further!

The Center for Peace and Conflict Studies is looking for interns!

Who are we?
  • We study, teach, and advocate for nonviolent philosophies, the prevention of conflict, and peacebuilding strategies shown to be successful.
  • We seek to be a resource to BSU and the Central Indiana community regarding the peaceful resolution, reduction, and prevention of conflict.
  • We offer an undergraduate minor compatible with undergraduate majors.

What would you do as a part of your internship?
  • Contribute to our newsletters
  • Help organize, promote, and participate in our monthly events
• Contribute, organize, promote, and participate in our major April Nonviolence Event
• Help with our social media accounts and the official website
• Enhance the presence of the Center on campus
• Strengthen, for instance, your writing, design, marketing, speaking, public relations, and leadership skills and knowledge
• Work towards making the world more peaceful and just!

Just so you know, this is an unpaid position. But...you can get credits for this internship if you are a Peace Studies minor. If you are not a Peace Studies minor, you also can earn internship credit in this minor or as part of many majors and other minors at Ball State!

Completing this internship has helped Ball State graduates to secure employment and entrance into graduate or professional schools. Several students from the Political Science department have interned with the Peace Center in the past and all have been thrilled with their experience!

If you are interested in applying for this internship, please email your cover letter and resume to the Peace Center graduate assistant, Aashna Banerjee, at abanerjee@bsu.edu. You can also email or call Aashna (765-285-1622) if you have any questions.

Organization: Indiana Republican Party
Location: Indiana (Multiple Locations)
Semesters Available: Summer, Fall, Spring

The Indiana Republican Party is looking for interns to fulfill multiple roles within the party. This includes campaigning, working with the finance team, and with the communications team. If you’re interested please contact Derek Hugo at dhugo@indiana.gop or visit the following web link for more information:
http://indiana.gop/internships.

Organization: Indiana Humanities
Location: Indianapolis, IN
Semesters Available: Summer

Communications Intern – $12/hour

Are you looking for an internship that will put some cash in your pocket and make you feel good about the work that you do? Are you a creative self-starter with attention to detail? Do you love thinking, reading and talking? Then we want you to join our team!

Indiana Humanities is a statewide nonprofit that encourages Hoosiers to think, read and talk. We offer an exciting and challenging internship opportunity for a hard-working and self-motivating individual who is passionate about the humanities and their ability to transform lives and communities. We’ll be communicating about a variety of programs and events in 2019—including those that fall under our new INseparable theme about how we relate to each other across...
boundaries; Next Indiana Campfires, which includes outdoor excursions, a book and films; a historic bar crawl in downtown Indy; and much more. Interns at Indiana Humanities are often in charge of their own projects and have the opportunity to substantially contribute to the organization. Previous interns have gone on to work at nonprofits and businesses such as Cummins, Downtown Indy, Interactive Intelligence and YELP.

Primary responsibilities will be to assist the communications and program teams. Daily activities could include: designing images for social media, creating collateral posters or flyers, drafting press releases, writing content for the blog, increasing our social networking presence, organizing logistics for special programs and events and thinking critically about how best to reach our target audiences.

Qualifications:
• Self-motivated and ambitious
• Outstanding organizational skills
• Outstanding written and oral communication skills
• Demonstrated ability to work independently
• Demonstrated ability for critical thinking
• Knowledge of AP Stylebook guidelines
• Familiarity with Microsoft Outlook, Word, Excel
• Familiarity with Illustrator, InDesign, Photoshop, Dreamweaver/HTML encouraged
• Experience planning/implementing special events a plus
• Availability for occasional travel within Indiana
• Preference is given to a junior or senior seeking a degree in a humanities discipline (i.e. English, history, political science); communication field such as public relations or journalism; arts administration; creative media or design; etc.

Learn more about Indiana Humanities at www.indianahumanities.org. To apply, send a resume and brief email explaining your interest in the position to Kristen Fuhs Wells, vice president, at hr@indianahumanities.org. The deadline to apply is March 15, 2019.

 Organization: Lincoln Pioneer Village & Museum  
 Location: Rockport, IN  
 Semesters Available: Summer

Lincoln Pioneer Village and Museum is looking for interns to fulfill multiple roles within the Summer semester. This includes grant writing, research, and general duties around the museum listed below. If you’re interested, please contact Nancy Kaiser at lpvdirector@gmail.com.

1. GRANT WRITING- looking for someone who needs experience with writing grants. This would be for revitalizing Main St in Rockport and also help in our restoration project on our 13 cabins we have at the Village.
2. CATALOGING ARTIFACTS- taking inventory & creating a file to log the artifacts in the museum as well as the artifacts in the cabins
3. WORKING IN THE MUSEUM- greeting visitors and giving them an experience with a well guided tour of information. This would include the museum as well as the history of each cabin.

4. BASIC HISTORY RESEARCH

5. MISC EVERYDAY DUTIES

Hours are 9-4 Mon-Sat Sun 12-4 work schedule would vary.

Season begins May 1st- Oct 31st

https://lincolnpioneervillage.com

Organization: Elwood Clerk-Treasurer’s Office
Location: Elwood, IN
Semesters Available: Summer

DUTIES:
Serves as secretary/clerk to the Clerk-Treasurer.
- Develop and produce the City of Elwood internal control manual.
- Evaluate the City of Elwood’s department’s policies and procedures.
- Work with department heads, board of works members, Mayor, and city council members for adoption of manual.
- Produce a State Board of Accounts approved internal control manual for government.

JOB REQUIREMENTS AND DIFFICULTY OF WORK:
- Knowledge of Microsoft products on the computer.
- Knowledge of English grammar, spelling and punctuation.
- Ability to arrange meetings and conferences including the preparation of pre- and post-conference materials.

PHYSICAL DEMANDS AND WORKING ENVIRONMENT:
- Work is performed in an office environment with limited physical demands.
- Must be confidential

COMPENSATION:
- $8.33 per hour.
- Can only work 29.9 hours a week.

DRUG SCREEN
- Must be able to pass a drug screen and alcohol testing.

CONCLUSION
This internship will be working directly with the clerk-treasurer to complete an extremely important manual. This internal control manual and implementations is set by state law. The intern will be evaluating each department and building off what is completed currently by the
Clerk-Treasurer. The goal at the end of the internship is the have a completed passed by all elected official internal control manual. To view what the internal control manual consist of can be viewed at https://www.in.gov/sboa/4453.htm

Contact Information: Allison Roby (Clerk-Treasurer); aatwood@cityofelwood.com

Organization: Delaware County CASA Program
Location: Muncie, IN
Semesters Available: Summer

CASA (Court Appointed Special Advocates) has the mission to advocate in the best interest of abused and neglected children in Delaware County. They offer internship opportunities that provide a wide range of experiences in this area. More information can be found at this webpage: https://delawarecountycasa.org/make-a-difference/internships/

Interested students must be 21 years of age, pass a background check, complete a pre-screening and interview process with CASA staff, and successfully complete 30 hours of pre-service training before the semester of the internship.

For more information contact Ashley Soldaat by phone at 765-747-7875 or via email at asoldaat@co.delaware.in.us.