



## OVERVIEW

The White House Council on Environmental Quality Internship Program is a unique opportunity that comes with a high level of responsibility. As an intern, you will work on a wide variety of assignments pertaining to environmental protection, environmental justice, conservation, climate change, and sustainability policy. Duties include but are not limited to: researching policy issues; assisting the staff in drafting fact sheets, memos, and blogs; attending meetings; liaising with external stakeholders; managing projects; performing administrative tasks; and other duties as assigned.

This is a paid internship and it will be in person in Washington, D.C. Interns may not receive a separate outside source of funding from any third-party organization in connection with their participation. Please note that living accommodations and relocation support will not be provided. All interns must indicate their COVID-19 vaccination status prior to the start of the program and must adhere to any White House-determined COVID-19 protocols.

## INSTRUCTIONS

This application form is our opportunity to get to know you and understand why you would like to intern at the White House Council on Environmental Quality. The application requires the following components:

- Application form
- Resume
- Writing sample
- Essay

Please compile all material into one PDF and save as one PDF titled "[First Name] [Last Name] CEQ Application [Session] [Year]." Send the final PDF to [Internships@ceq.eop.gov](mailto:Internships@ceq.eop.gov) with the subject line "[Session] [Year] CEQ Application - [First Name] [Last Name]." Session denotes the season (spring, summer, winter, fall) and year denotes the current year.

## PERSONAL INFORMATION

First name:

Middle initial:

Last name:

U.S. Citizen (yes/no/permanent resident):

Permanent address:

Permanent phone:

E-mail address:

## AVAILABILITY INFORMATION

Session:

Availability:

Earliest start date:

Latest end date:

## AREAS OF INTEREST

Please select your top three areas of interest by ranking them below. Please be aware you are not guaranteed to work in one of these areas.

### Ranking

1 (first choice):

2 (second choice):

3 (third choice):

### Teams

- Chemical Safety and Plastic Pollution
- Chief Sustainability Officer (CSO)
- Climate Resilience
- Conservation (Water and Land)
- Communications
- Congressional Affairs
- Clean Energy, Infrastructure, and National Environmental Policy Act (NEPA)
- Environmental Justice
- Public Engagement

### **ESSAY (not to exceed 750 words in total)**

Please attach one short essay (750 words) to your application that addresses all of the following questions. The best essays will incorporate answers to all three questions in one cohesive paper. **Do not exceed the word limit.**

1. Why are you applying to intern with the White House Council on Environmental Quality?
2. What do you hope to gain from a CEQ internship experience?
3. What aspects of your background make you uniquely prepared to work at CEQ?

### **REFERENCES**

Please provide two references (professional or academic). Include name, phone, email, and relationship.

#### Reference 1

Name:

Phone:

Email:

Relationship to you:

#### Reference 2

Name:

Phone:

Email:

Relationship to you:

**NOTE:** Please be aware that the White House has a zero-tolerance policy for drug use. You will be required to take a drug test prior to beginning your internship. You will also be asked about any use of drugs during your security interview. Failure to pass the drug test will result in your disqualification.