



Council on Environmental Quality

Internship Application

OVERVIEW

The White House Council on Environmental Quality (CEQ) 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 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 an unpaid internship in Washington, D.C. CEQ may provide factual information or documentation reasonably requested by an applicant, the applicant's educational institution, or another funding organization in connection with independently administered funding, stipends, or academic credit. CEQ does not arrange, solicit, sponsor, or guarantee funding or stipends. Acceptance of outside funding may be subject to applicable ethics review. Please note that living accommodations and relocation support will not be provided.

CEQ's Office of the General Counsel offers legal clerkships for law students and recent graduates. To apply for a law clerkship, see the information under the Clerkship Program on CEQ's website. Do not use this form to apply for a law clerkship.

INSTRUCTIONS

The application requires the following components:

(1) Application form, (2) Resume, (3) Essay, (4) Writing Sample

Please compile all material into one PDF, in the other listed above, and save as one PDF titled "[First Name] [Last Name] CEQ Application [Session] [Year]." Send the final PDF to Internships@ceq.eop.gov with the subject line "[Session] [Year] CEQ Application - [First Name] [Last Name]."

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

- National Environmental Policy Act (NEPA)
- Permitting and Innovation
- Sustainability
- Communications / Digital Strategy / Congressional Affairs

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 CEQ?
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.