



## Carl F. and Maureen G. Valente Public Service Fund High School or College Student Management Internship

(Preference given to applications submitted by February 28, 2022.)

This program has been created to assist students interested in a career of public service by offering a paid management internship in a municipal department of the Town of Lexington. Interns will be exposed to all aspects of the Town's operations including management and policy discussions.

The internship will include a paid stipend of \$5000 to an individual who can commit to 350 hours of work over a 6 to 12 month period.

Preference will be given to women and individuals who are otherwise under-represented in Lexington's municipal workforce.

### Student Information

Student Name: \_\_\_\_\_ Date of application: \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

Name of School: \_\_\_\_\_ Current Grade Level/Year of College \_\_\_\_\_

### Management Internship Opportunities

Department interested in (check all that apply):

- |  |  |
|--|--|
| <input type="checkbox"/> Community Development | <input type="checkbox"/> Police            |
| <input type="checkbox"/> Finance               | <input type="checkbox"/> Public Facilities |
| <input type="checkbox"/> Fire                  | <input type="checkbox"/> Public Works      |
| <input type="checkbox"/> Human Resources       | <input type="checkbox"/> Recreation        |
| <input type="checkbox"/> Human Services        | <input type="checkbox"/> Town Clerk        |
| <input type="checkbox"/> Library               | <input type="checkbox"/> Town Manager      |
| <input type="checkbox"/> Planning              |  |

Why are you interested in a municipal government internship in Lexington? What do you hope to gain from this internship? Please attach a brief typed statement to explain.

What months would you be available to work as a Management Intern? \_\_\_\_\_

**Please include a completed Town of Lexington job application with your Internship Application.**

### Signature

I understand the internship is dependent upon the availability of projects and funding.

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Please send completed application to: Town of Lexington, Human Resources Department, 1625 Massachusetts Avenue, Lexington, MA 02420.