

September 22, 2011

Dear:

As in past years, the Minnesota Senate will provide college and university students internship opportunities with Senators and staff. Individuals from all fields of study are encouraged to apply. The 2011 Legislative Session will begin January 24<sup>th</sup> and must end no later than May 21st according to our Constitution. However, according to legislative leadership we will likely adjourn sometime in April.

Senate internships expose students to the legislative process and to the internal workings of a specific Senator's office. Senate internships are flexible because they are arranged between the individual Senator, the intern, and myself. Many Senators prefer interns with interests similar to their own, so please encourage students to indicate any specific skills or interests on the application form.

Because there are a limited number of internships available, we ask that applications be returned as soon as possible, no later than Wednesday, November 9, 2011. I hope to begin scheduling interviews shortly after that date in order to make placements. Students will be notified of placement by early to mid-December. Intern materials are also available on our website under employment opportunities. That website is [www.senate.mn](http://www.senate.mn).

If you have any questions please feel free to contact me at any time. In addition, I am available for on-campus visits. I look forward to meeting with you and your students.

Sincerely,

Scott C. Magnuson  
Intern Coordinator  
Minnesota Senate  
231 Capitol  
75 Rev Dr Martin Luther King Jr Blvd  
St. Paul, MN 55155  
651-296-7198  
1-888-234-1112  
[scott.magnuson@senate.mn](mailto:scott.magnuson@senate.mn)

SCM/jrt

Enclosures: 3

P.S. Please notify me of any name, title or address changes.