

# ONTARIO PC

## INTERNSHIP PROGRAM APPLICATION 2018

### FREQUENTLY ASKED QUESTIONS

**Q. What is the Ontario PC Internship Program?**

**A.** The Ontario PC Internship Program is a unique opportunity to learn about politics, develop practical skills and build a stronger PC Caucus Team through outreach, organization and administrative support. Interns work in a variety of possible settings participating in training, development, research opportunities and liaising with the Leader's office, MPPs and their staff.

**Q. What does an internship with the Ontario PC Caucus entail?**

**A.** Interns can expect to work 40 hours a week. After work and on weekends interns may hear from guest speakers and participate in training opportunities. Interns may also be assigned to special projects.

**Q. In this a paid internship?**

**A.** As a general rule interns earn \$2,000 gross per month.

**Q. Does the program cover any additional travel costs?**

**A.** No. The program will cover travel if it is required as a result of an assignment or project.

**Q. If I am graduating from university or college in April, am I still eligible to apply?**

**A.** Yes.

**Q. When does the program run?**

**A.** The program runs for four months from April 30 to August 31, 2018. Please note orientation will be held the week of May 2. Attendance for the entire duration of this period is absolutely mandatory.

**Q. What is the application process for the internship?**

**A.** The application process includes completing the application form, writing two short essay questions, providing a CV, cover letter and two references.

**Q. Does the reference need to supply a letter?**

**A.** It is helpful to have a letter from your reference but not required. All references will be contacted so reliable phone numbers and/or email addresses must be provided.

**Q. After submitting my application, what is the next step?**

**A.** After the deadline, all applications are reviewed and all applicants will be advised of their application status. Some candidates will be contacted for a phone interview. Formal interviews will be held the week of March 13th. Successful applicants will receive an offer of employment by March 30, 2018.