

AUTISTIC PERSON'S GUIDE TO HILLTERNSHIPS



APPLYING AND INTERVIEWING FOR A HILLTERNSHIP

The application and interview processes is a little different in every Congressional office. However, you should expect to submit a resume and cover letter and do a short remote interview.

Your Resume: Offices will not pay attention to your application if your resume is sloppy. Make sure it is formatted well and is free of typos. The formatting does not need to be fancy, but it should be obvious that you put effort into it. I modeled my resume after the example [here](#).

Your resume should show that you are qualified to be an intern on Capitol Hill. The following experiences look good on a resume:

- Service jobs: Experience dealing with the public looks good. Most daily tasks involve helping people and hearing their complaints.
- Political experience: Autistic people have strong political opinions and are not scared to express them. Highlight any experience you have working on political issues including writing articles or research papers, working on campaigns, and public service (including disability-related work).
- Writing skills: You will be asked to write about topics you know nothing about in a way that everyone can understand. If you have experience writing in plain language, then showcase that skill. You can also showcase your technical writing skills.

- Passion: Your resume shows people who you are. Make sure that people know what you are passionate about when they read your resume.

Note: Do not make your resume longer than 1 page.

Your Cover Letter: This is your chance to shine. Talk about why you want to be an intern, your passion for politics, and your admiration for the office you are applying to. Make sure your personality and passion shine through your cover letter. Cover letters all follow a standard format:

- Address: List the address of the office you are applying to. Put your contact information in the letter as well.
- Greeting: **Greet the intern coordinator with "Dear, [INSERT INTERN COORDINATOR NAME HERE].** You can also just say **"To Whom it May Concern:"**
- First sentence: State the position you are applying to.
- Second sentence: State why you would be a great intern.
- Second paragraph: Expand on why you be a great intern. Talk about how your experiences would make you a great intern. If the application asked you to talk about anything specific, bring it up here. (i.e., your availability)
- Third paragraph: Thank the reader for their time.
- Signature: Sincerely, [INSTERT YOUR NAME HERE]

Note: Do not disclose your disability in your cover letter.

The Interview: After you submit your application, you will be asked to do a short phone/video interview. Be prepared to answer the following questions during the interview:

- **Tell me about yourself...**
- Why do you want to intern for this office?
- Can you work well under pressure?
- Why are you a Democrat/Republican?
- What is your favorite political issue?
- Do you have experience dealing with the public?

Give a genuine answer to each question. Be your best self, but never be fake. It is important to work for an office that values accessibility. If the interviewer does not accommodate you during the interview process, then do not work for their office. You will have a terrible time there.

You can view a copy of the resume and cover letter I used to apply to my first internship below:

[Sample cover letter](#)

[Sample resume](#)

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