



2008 CMS Summer Intern Program

Join the team that helps ensure health care security for millions of Americans. The Centers for Medicare and Medicaid Services (CMS) works in partnership with the entire health care community to improve quality and efficiency in an evolving health care system and provides leadership in the broader health care marketplace. Our effectiveness depends on the capabilities of a dedicated, professional staff who is committed to supporting these objectives. A career with CMS offers the opportunity to get involved on important national health care issues and be part of a dynamic, fast-paced, and highly visible organization.

CMS announces a 12-week Summer Intern Program for current students. CMS is the Federal agency that administers the Medicare, Medicaid, and State Children's Health Insurance Programs. The purpose of the Summer Intern Program is to enhance students' knowledge about CMS programs, mission, vision and goals. Additionally, the program seeks to familiarize participants about Federal, State, and local health care programs serving underserved and uninsured populations.

Dates of Employment

Students may begin the program as early as May 12, 2008. The date the student begins the program will determine when the 12-week appointment ends. All appointments must be completed by September 12, 2008.

Eligibility and Application Process

In order to qualify, students **MUST** meet all of the following requirements:

- Be at least 16 years of age
- Be a bona fide student enrolled in a degree or certificate seeking program in an accredited high school, GED program, vocational school or college/university for the upcoming Fall 2008 semester (Enrolled for at least 6 semester hours or equivalent)
- Be able to meet minimum grade point average requirements established by the student's institution (2.00 overall GPA or higher)

Students who should apply are majoring in areas related to the:

- Health Care field (e.g. healthcare administration, public health, etc.),
- Administration field (e.g. business administration, accounting, math, etc.),
- Information Technology field,
- Social Science field (e.g. psychology, social work, sociology, etc.),

- Policy field (e.g. public policy, political science, public administration, etc.), or
- Science field (e.g. pre-med, biology, etc.).

There is no formal application for this program; however, a student's package **MUST** contain a detailed resume (including social security number, date of birth, and country of citizenship), an unofficial transcript, and a class schedule for the fall 2008 semester. Students must also indicate the date they will be available to begin the program and geographical preference, if selected. The requested materials must be emailed as attachments to Marla Lazarus at CMSRecruitment@cms.hhs.gov with a subject line of "Summer Intern Program."

Deadline for Submitting Applications

To be considered for the program, applications must be received by Friday, April 4, 2008.

Salary and Place of Employment

The salary will vary widely with different levels of education. This amount will also vary in some areas according to the locality pay for specific regions. Interns are responsible for their own living arrangements and transportation costs. The majority of the positions will be located at CMS headquarters in Baltimore, MD. However, there will be a limited amount of employment opportunities at CMS sites in Washington, DC; Boston, Massachusetts; New York City, New York; Philadelphia, Pennsylvania; Atlanta, Georgia; Chicago, Illinois; Dallas, Texas; Kansas City, Missouri; Denver, Colorado; San Francisco, California; and Seattle, Washington. Employment site preference(s) should be indicated on the student's resume. Selected students will be responsible for costs incurred should they relocate to participate in the program.

CMS Contact

If you have any questions about the summer program, please contact Marla Lazarus at Marla.Lazarus@cms.hhs.gov. Thank you for your interest in the 2008 Summer Intern Program.