

The U.S. Department of Labor



Secretary Elaine L. Chao Internship Program

Note: This information is provided as a courtesy to students and residents of OIA's insular areas. For all questions and further information, about this program, please contact the Elaine Chao Internship Program at the U.S. Department of Labor at

www.dol.gov/internships.

Secretary Elaine L. Chao Internship Program

Secretary Elaine L. Chao and the Department of Labor (DOL) have welcomed students across the nation, to participate in the Student Internship Program. The Student Internship Program provides students with the opportunity to learn about how federal government agencies operate and to interact with the leaders of various agencies within the Department of Labor.



"I started this intern program at the Department to provide young Americans with unique opportunities to serve their country by learning about the federal government."

— U.S. Secretary of Labor Elaine L. Chao



Students can participate in weekly brown bag lunch discussions, attend agency presentations, and work on projects assigned to them by their agency. Previous interns have had opportunities to work in a variety of areas including public affairs, speechwriting, and outreach programs. Students will also be delegated general administrative duties, and should have strong writing and research skills.

[Applying to DOL's Internship Program](#)

Completed application materials must be submitted to Melissa Naudin, DOL Intern Coordinator:

Please contact:

Melissa Naudin

Internship Director

naudin.melissa@dol.gov

202-693-6490 — Phone

202-693-6144 — Fax

Internship FAQs

Who is eligible to apply?

U.S. citizens; 16 years or older.

How long are the internships?

Summer: 10 weeks, full-time

Semester: semester-long, full-time/part-time

Why is it best to apply early?

For fall/spring — It is best to apply early because there are limited opportunities and spots are filled on a rolling basis.

For summer — The summer program is highly competitive. Apply early to ensure that your application is complete.

Will I be notified whether my application is considered complete?

Yes, once we process your application materials, the Department will mail a postcard to your address notifying you whether your application is complete or incomplete.

Does every agency listed offer internships?

It is possible that an agency may defer accepting new intern applications at any given time.

Are all internships paid?

While the majority of internship positions turn out to be paid, we advise applicants that these positions may be very limited, especially during the academic year. Any agency within the Department may opt to only accept students who are willing to take an internship for academic credit (unpaid) at any given time.

What is the salary?

Internships are paid according to the federal government GS Pay schedule. Salary ranges from \$700-1,200 bi-weekly, depending on academic status.

We also offer unpaid internships to students who wish to obtain academic credit towards their degree.

I am currently pursuing my graduate degree, are there internships available for students at my academic level?

Yes, however this program is tailored for undergraduate level students. We will consider your application but you may want to consider other programs within the Department of Labor such as the MBA Outreach Program, MBA Internship Program and BLS Commissioner's Program.

If I am a recent graduate, can I apply to this program?

No, proof of current academic enrollment is required for this program. If you are applying for the summer program, however you can apply as long as you are enrolled in a graduate level program for the upcoming fall semester (ie., law School, graduate school).

What is the preferred method to send application materials?

The best way to send your completed application is through the United States Postal Service.

Does DOL help students find housing in the DC area?

No, however many students find adequate housing by living in student housing near one of the many colleges/universities in the area.

For more details on this program, please refer to the Department of Labor Internship website at www.dol.gov/internships.