



**MONTGOMERY COUNTY COUNCIL**  
ROCKVILLE, MARYLAND

**Legislative Correspondent Fellowship**

The Montgomery County Council is the legislative branch of the county government. It has eleven members, all elected at the same time by Montgomery County, MD voters for four-year terms. In 2018, Councilmember Evan Glass was elected as an At-Large member of the Council and currently serves as its President. He is the first openly LGBTQ+ individual on the Council and was recently re-elected to a second term. He has passed the Montgomery County Pay Equity Act, the Housing Justice Act, the LGBTQ+ Bill of Rights, and the Oversight and Small Business Investment Act.

**Summary**

The Office of Montgomery County Council President Evan Glass offers a *Legislative Correspondent Fellowship* program for college students designed to immerse participants in the different functions of a county council office. Fellows will assist legislative staff with:

- Facilitating constituent casework
- Drafting correspondence replies
- Answering constituent phone calls
- Conducting limited legislative research
- Providing administrative assistance as needed

**Qualifications and Experience**

The ideal candidate will be a college student or recent graduate who is motivated, detail-oriented, able to multi-task, and passionate about local politics and government. Montgomery County ties, excellent writing skills, and graphic design experience are strongly preferred.

**Internship Requirements**

Selected fellows will work in the Council Office Building at 100 Maryland Ave, Rockville MD 20850. We are looking for candidates who can work in person for 10-15 hours a week on Mondays, Tuesdays, and Thursdays between 9 a.m. to 5 p.m. A hybrid internship with at least one day in the office and limited remote work may be considered on a case-by-case basis.

**To Apply**

Please send an email to [Councilmember.Glass@montgomerycountymd.gov](mailto:Councilmember.Glass@montgomerycountymd.gov) with the following materials: cover letter, resume, and 1–2-page writing sample. Please specify in your cover letter your weekly availability, expected start and end dates, and whether you are looking for a paid internship (\$16.70/hr) or school credit.