



FRC INTERNSHIP APPLICATION

Family Research Council / 801 G Street, NW / Washington, D.C. 20001
PHONE: 202-393-2100 / E-mail: internships@frc.org

GENERAL INFORMATION

Prefix: Mr. Mrs. Ms.

Name: First _____ M.I. _____ Last _____

Date of Birth: _____ (month) _____ (day) _____ (year)

Semester for which you are applying? spring summer fall 2025 2026

Phone Number: _____

Personal E-mail: _____

School E-mail (if applicable): _____

Home Address: _____

City: _____ State: _____ Zip: _____ Country: _____

Facebook Username: _____ Twitter handle: @_____

Instagram Username: _____

Are you an International Student? yes no

Are you authorized to work in the United States? yes no

Have you applied for an FRC Internship before? yes no

Do you know any former FRC Interns? yes no

If so, whom?: _____

How did you hear about the FRC Internship Program?

Check as many as apply:

- | | |
|--|--|
| <input type="checkbox"/> Career Fair | <input type="checkbox"/> Pastor/Church |
| <input type="checkbox"/> College Professor | <input type="checkbox"/> Online Search |
| <input type="checkbox"/> Former FRC Intern | <input type="checkbox"/> Social Media |
| <input type="checkbox"/> FRC Event | <input type="checkbox"/> Radio |
| <input type="checkbox"/> Other _____ | |

EDUCATION

College/University: _____ GPA: _____

Major(s): _____

Minor(s): _____

Graduation Date: _____ (month) _____ (year)

Graduate School: _____

Course of Study: _____

Graduation Date: _____ (month) _____ (year)

ACADEMIC TRANSCRIPT

Official College/University transcripts should be requested early to allow for processing. Official transcripts can be sent via email to internships@frc.org or via mail to:

Family Research Council

Attn: Intern Director

801 G St. NW, Washington, DC 20001

RESUME

Please include your resume with your application. **Resume can be sent via e-mail to internships@frc.org**

WRITING SAMPLE

Please include one writing sample as a demonstration of your style and ability, as writing and research are pivotal aspects of this program. Samples can range in variety from school papers to blog posts. There is not a word count requirement, but brevity is appreciated.

Writing samples can be sent via e-mail to internships@frc.org.

INTERN DEPARTMENTS

BRAND ADVANCEMENT

The Brand Advancement team is responsible for establishing continuity and consistency for FRC's message across its various platforms. Interns may work in a variety of capacities within the department such as: graphic design and digital communication.

COMMUNICATIONS

The Communications team oversees FRC's media relations efforts, including production and distribution of news releases and op-eds, online communications, social media, and FRC's broadcast programs. Interns will be responsible for tracking pertinent news, researching archives and assisting with social media.

DEVELOPMENT

The Development department is responsible for acquiring FRC funding, through personal donor relationships, direct mail, digital marketing, and more. Interns will have the opportunity to help produce exclusive premiums for our FRC members, draft fundraising emails, text messages, donate pages, and call scripts, and occasionally engage with our donors via text messages, phone calls, and thank you letters. Interns will also get to work closely with IT, Graphics, Marketing, and Constituent Services.

EVENTS

The Events team is responsible for directing all major events for FRC, including donor events and the Pray Vote Stand Summit, which is the largest gathering of social conservatives in the nation. Interns may assist in securing exhibitors for national events and scheduling logistics for staff, volunteers, and speakers.

FINANCE & BUSINESS SERVICES

The Finance and Business Services team oversees Finance and Accounting, Constituent Services, and Facilities Management. This department is focused on stewarding the financial and capital resources that the Lord has entrusted to FRC and equipping FRC's various departments to fulfill their missions. Interns will work on projects that support the ongoing activities and continuous improvement initiatives of Finance and Business Services (and the Human Resources department), and will benefit from strong analytical skills, an eye for detail, a collaborative mindset, and a demonstrated interest in accounting, finance, economics, and/or related fields.

FRC ACTION

FRC Action is the legislative affiliate of Family Research Council that seeks to educate and influence elected officials on Capitol Hill and in the States. Interns will assist in areas such as researching vital political races, writing backgrounders, assist in the creation of voter education resources, and special research projects. Helpful skills include an ability to work under deadlines and strong knowledge of the American political landscape.

INFORMATION TECHNOLOGY

The information technology department supports all of the technological needs of the organization, including but not limited to user support, networking, telecommunications systems, web and database application development. Final placement will be determined based upon areas of interest, skill sets and experience.

MARKETING

The Marketing team is responsible for the promotion of FRC and FRC materials to expand our audience and reach. Interns will have the opportunity to research merchandise, draft copy for email, text, and pop-ups, create video concepts and draft scripts, and record radio spots. Interns will also get to work closely with IT, Graphics, Development, Media Operations, and Social Media.

MEDIA OPERATIONS

The Media Operations team handles all aspects of production for a live daily program heard on over 800 radio stations and seen on NRB Network and other television stations/networks. Team members handle streaming, studio recordings, video capture of newsworthy events in our nation's capital, and editing/post-production. Interns working with FRC's Media Operations team would have the opportunity to work alongside staff from our dedicated Policy, Communications, and Brand Advancement teams, helping to shape content for targeted delivery to key audiences. Broad knowledge of new media forms and effective communication strategies are key to a rewarding experience in this role.

POLICY/ GOVERNMENT AFFAIRS

The Policy & Government Affairs department is responsible for conducting research on issues of concern to FRC, developing policy proposals and resources, and communicating those proposals, resources, and related information to Congress and other government officials. We also develop resources explaining the biblical basis of these same policy issues. We focus on FRC core issues of life and human dignity, family and sexuality, and religious freedom (domestic and international), but also work on Israel, global governance issues (like the UN and WHO), and other international matters. The work of the department is divided between the three divisions below:

(1) The Government Affairs team is responsible for legislative tracking, analysis, and advocacy– including lobbying and communicating with federal government officials and their staffs on FRC policy positions. Interns assigned here may help with tasks such as tracking presidential administration actions, monitoring congressional hearings related to FRC’s issues, maintaining a congressional scorecard, and performing other clerical/administrative tasks as needed. Key skills include an analytical mind and attention to detail. Helpful qualities are diligence, proactivity, and the ability to work independently.

(2) The Policy team is responsible for research and analysis of FRC issues, including work that helps determine the official policy positions of the organization. This team produces detailed research papers as well as shorter resources, but also quickly answers policy questions that arise. Some of these resources are then used by the Government Affairs team to share information with government officials. An ability to understand topics at depth, yet also explain them in simple terms is important to work on the Policy team. Interns assigned here may help with researching current trends on FRC issues and help draft and edit papers and other resources. Key skills include an attention to detail, accuracy, analytical ability, and strong research and writing skills.

(3) The Biblical Worldview team is responsible for researching and explaining these same FRC issues from a biblical worldview, whether from the text of scripture itself, or church history or other theological sources. The Biblical Worldview team’s job is to help Christians understand the theological basis of the positions we hold on FRC issues. These resources are then used in explaining to the church how their faith connects to the issues we see arising in legislatures or the halls of government. Interns assigned here may help with research for theologically inclined articles, and specific tasks as part of larger worldview projects. Key skills include an attention to detail, accuracy, analytical ability, and strong research and writing skills.

THE WASHINGTON STAND

The Washington Stand (TWS) is responsible for writing news and commentary from a biblical worldview. Interns may have the opportunity to assist in writing news and editing articles, TWS social media, organizing news content, and podcast production.

Which department(s) are you interested in? (Choose a maximum of 3)

1st Choice: _____

2nd Choice: _____

3rd Choice: _____

PERSONAL STATEMENT OF FAITH

A statement of faith should describe your Christian faith and how it is relevant to your involvement with FRC It should include, at a minimum, a description of your spiritual disciplines (prayer, bible study, etc.) and your current church membership or place of worship **(500 word maximum)**

***Note: Please type your Statement of Faith in a Word document and send to internships@frc.org.**

PERSONAL QUESTIONNAIRE

1. Describe your leadership experience and philosophy? **(250 word maximum)**
2. Where do you see yourself in 3 years? **(250 word maximum)**
3. How will this internship advance your career goals? **(250 word maximum)**

***Note: Please type your answers in a Word document and send to internships@frc.org.**

POLICY QUESTIONNAIRE

1. List the policy issues you see as the most threatening to American society today. **(250 word maximum)**
2. Why are you pro-life? **(250 word maximum)**
3. What role should government have regarding the issue of human sexuality? **(250 Word Maximum)**
4. What effect should a changing culture have upon government policies? **(250 word maximum)**

***Note: Please type your answers in a Word document and send via e-mail to internships@frc.org.**

REFERENCES

Please supply academic, professional, and pastoral letters of recommendation and contact information. Letters of recommendation can also be emailed to internships@frc.org

Academic Reference *(This letter of recommendation should be written by a professor who can speak to your academic capabilities and preparation).*

First Name: _____ Last Name: _____

Title: _____

Phone: _____ E-mail: _____

Professional Reference *(This letter of recommendation should be written by a boss or supervisor who can speak to your professional demeanor, professional experience and work ethic).*

First Name: _____ Last Name: _____

Title: _____

Phone: _____ E-mail: _____

Pastoral Reference *(This letter of recommendation should be written by a pastor or spiritual leader who can speak to your heart to serve God and others).*

First Name: _____ Last Name: _____

Title: _____

Phone: _____ E-mail: _____

**Letters of recommendation should be requested early.*

Your application, writing samples, essay questions, resume, statement of faith, references, and transcripts can be sent via **E-MAIL TO internships@frc.org. E-mail IS THE MOST RELIABLE WAY TO GET MATERIALS SUBMITTED ON TIME!**

If E-mail is not an option, all materials can be sent by mail to: *Family Research Council, c/o Intern Director, 801 G Street NW, Washington, D.C. 20001*