

Legislative Fellows 2012-2013

As the public policy arm of the nation's largest Orthodox Jewish umbrella organization, the IPA works to protect Jewish interests and freedoms by providing government officials with informative policy briefings, advocating legislative and regulatory initiatives, and coordinating our constituency's grass-roots political activities. Importantly, the IPA works to bring the unique perspective of Jewish law and tradition to bear upon a wide range of public policy issues confronting American society at large, thus seeking to fulfill our mission to work for the betterment of the world – tikkun olam – for all of humankind.

The Legislative Fellowship is an intensive one year position for dedicated individuals their first year out of college to work with OU/IPA professional staff as we advocate in Washington, DC for Jewish values and interests in the public policy arena on behalf of the Orthodox Jewish community. He/she will take part in a wide range of activities including monitoring legislative activity, working with synagogues and day schools, coordinating special events, creating educational materials, and mobilizing the grassroots of American Orthodox Jewry.

Previous Legislative Fellows have continued on to obtain significant positions in politics, communications and Jewish communal life.

Specific responsibilities include:

Legislative Advocacy – A Legislative Fellow will have responsibility for monitoring legislation; representing the Orthodox Union on Capitol Hill and in coalitions; and for ensuring that the voice of the OU community's nearly 900 congregations, 1,000 rabbis and thousands of members is heard.

Research – The backbone of effective advocacy work is quality research. The Legislative Fellow will research and write advocacy memos on critical issues.

Events – The OU/IPA has produced and sponsored public conferences on a range of issues examining the interface of Halakha and public policy; the OU/IPA also holds missions to Washington where community leaders meet policymakers. The Legislative Fellow will play a lead role in executing these events.

Communications – The OU/IPA is in the communications business; our policy statements must be heard in the public square, our programs must be attended and integrated into policymakers' thinking. The Fellow will have a lead responsibility in putting new information on our website, issuing press releases, making advocacy network phone calls, and e-mailing thousands of people; ultimately disseminating our materials nationwide.

The OU/IPA Legislative Fellow is a one year position commencing in September 2012. There is an annual stipend of approximately \$27,000 before taxes and subsidized health insurance.

Application for the 2012-2013 OU/IPA Legislative Fellowship

Completed application (including letters of recommendation) must be received by April 3, 2012. All Applications can be sent to ipadc@ou.org.



APPLICATION FOR THE 2012-13 OU/IPA LEGISLATIVE FELLOWSHIP

Completed application (including letters of recommendation) must be received by April 3, 2012.

[FYI: In person interviews for finalists will be scheduled upon receipt of all materials and completion of the written exercise.]

NAME _____ DATE _____

CURRENT ADDRESS _____

CURRENT PHONE NUMBER _____ E-MAIL _____

DATE OF BIRTH _____

PARENTS' NAMES _____

PERMANENT ADDRESS (IF DIFFERENT FROM ABOVE) _____

PERMANENT PHONE NUMBER(S) _____

COLLEGE/UNIVERSITY AND DATE OF GRADUATION _____

MAJOR(S)/MINOR(S) _____

G.P.A. _____

How Did You Hear about this program? _____

PLEASE INCLUDE THE FOLLOWING WITH YOUR APPLICATION:

- I. RESUME
- II. COLLEGE TRANSCRIPT
- III. NAME(S) OF SYNAGOGUE(S) AND RABBI(S) WITH WHICH/WHOM YOU HAVE BEEN INVOLVED (INCLUDE CITY, STATE, AND TELEPHONE NUMBER).



UNION OF ORTHODOX JEWISH CONGREGATIONS OF AMERICA
800 EIGHTH STREET, NW, WASHINGTON, DC 20001
TEL: 202-513-6484 FAX: 202-289-8936



IV. RECOMMENDATIONS

Please submit at least two recommendations, one from a rabbi or other Jewish professional, and another from a professor with whom you have taken a college course or worked. Please provide the individuals writing your recommendations with the attached outline.

1) Rabbi/Jewish Professional's name _____
Congregation/Organization _____
Address _____
Phone Number _____ E-mail (if available) _____
Relationship to you _____

2) Professor's name _____
College/University _____
Address _____
Phone number _____ E-mail (if available) _____
Relationship to you _____

V. PERSONAL STATEMENT

Please prepare a brief essay (500 words or less) discussing ONE of these quotes:

- 1) "Do not rejoice when your enemy falls or be happy when he has a setback."
- 2) "What should our relationship be to the non-Jewish society? This is perhaps the central problem of the American Jew... "
- 3) "Good is the enemy of great."

VI. WRITING EXERCISE

The majority of the work that the Legislative Fellow does involves some type of writing: letters to Members of Congress, op-eds, legislative analyses, conference programs, and speeches, to list just a few examples. This work is often done under time pressure. To simulate the time constraints you may experience as a Legislative Fellow, we will require that you complete a writing exercise within six (6) hours.

To request the writing exercise, please email our office (ipadc@ou.org) in advance of the date on which you would like to receive the exercise. On the requested date and time, you will receive the exercise and you will have 6 hours from the time of receipt to complete it.

NOTE: The remainder of your application may be submitted separately.



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GUIDELINES FOR REFERENCES

PLEASE PROVIDE THIS GUIDELINE TO INDIVIDUALS WRITING YOUR LETTERS OF RECOMMENDATION.

Thank you for recommending an applicant to be a Legislative Fellow with the Orthodox Union's Institute for Public Affairs.

Legislative Fellows advocate in Washington D.C. for our community's interests and values in Washington, DC. Fellows take part in a wide range of activities including monitoring legislative activity, developing synagogue programming, coordinating special events, creating educational materials, planning and running conferences, and mobilizing the grassroots of our community. For information, please contact our office at 202-513-6484.

When writing your recommendation, please consider the following:

- Is the applicant capable of working effectively in group setting?
- Is the applicant capable of working effectively in a fast-paced setting?
- Is the applicant able to meet deadlines?
- Is the applicant able to work within an institutional structure?
- Is the applicant able to communicate ideas effectively through public speaking?
- Does the applicant think creatively?
- Does the applicant possess good writing skills?
- Does the applicant possess good research skills?
- Does the applicant possess good analytical skills?



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