

**Caroline Given**

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Missouri State Capitol

Jefferson City, MO

Dear Internship Selection Committee,

I am contacting you in regards to an internship position at the Missouri State Capitol this Spring. Being an intern at the Capitol would be an incredibly valuable experience for me, as it would allow me to merge my academic background, advocacy experience, and post-undergraduate career plans in a hands-on environment where political decisions directly affect people's lives. I was first informed about this internship opportunity from a friend who worked at the Capitol this previous spring, and her experience influenced my decision that I would be honored to participate in a meaningful, practical engagement in public service.

As a Political Science major on the pre-law track at the University of Missouri, I have developed a strong foundation in American government, constitutional law, and policymaking. I take a legal, social, and cultural approach to matters with my minors in Criminal Justice, Psychology, and Spanish. With multiple recognitions on the Dean's List, I demonstrate commitment to high academic standards. Classes like Political Campaigns and the U.S. Supreme Court have refined my research, writing, and analytic abilities.

Beyond the classroom, my advocacy with the American Foundation for Suicide Prevention (AFSP) has been transformative. In Jefferson City, I have protested for suicide-prevention legislation and advocated for an increase in federal funding to extend access statewide to mental health resources. This experience revealed the power of legislative advocacy and sparked my passion for reforming systems that often do not accommodate those of the underserved community. My service with the Hallie Q. Brown Community Center and the Women's Resource Center to End Domestic Violence, both non-profits in Minneapolis and St. Paul, MN, further reinforced my understanding of how public policy must address social inequities at the state level. These experiences have equipped me to be able to contribute to state-level discussions on mental health, public safety, and family support services.

Furthermore, my years working in the service industry have strengthened my flexible mindset, effective teamwork, and ability to remain professional in high-stress settings. With my leadership

experience within Phi Alpha Delta Pre-Law Fraternity and Undergraduate Women in Law, I am sure of my capability to offer a dependable and relevant hand in the day-to-day operations of an office at the Capitol.

This internship is an important stepping stone toward my dream of attending law school and pursuing a career in legal and policy reform, with a focus on mental health advocacy. I am especially enthusiastic about the possibility of a placement within the Attorney General's Office or the Department of Mental Health, where I could directly observe how state policy shapes constituents' lives and how effective leadership strengthens the public sector.

Thank you for your time and consideration. I look forward to contributing my work ethic and teamwork skills to support legislative work at the Capitol and help create a positive impact on policy decisions in Missouri.

With kind regards,

A handwritten signature in black ink, appearing to read 'Caroline Given', with a stylized, cursive script.

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