



## 2020 Municipal/County Government Internship Signature Form

This form with all signatures, **in addition to the online application**, must be received by **March 1, 2020**.

<b>Position Title:</b>			
<b>Agency Name:</b>			
Supervisor's Name Printed ▲		Title ▲	
Supervisor's Signature ▲	Title ▲	Date ▲	
Town/City/County Manager ▲	Title ▲	Date ▲	

Supervisor: The supervisor's signature indicates that you understand your responsibilities and are prepared to provide a positive learning experience for a student intern.

Town/City/County Manager: Indicates review and approval of the intern request and assures **that the intern will be appropriately employed and paid.**

The 2020 Maine Government Summer Internship Program will run from Tuesday, May 26 through Friday, August 14 for a total of 12 weeks. Interns are considered full-time temporary unclassified employees of the local or county government in which they are placed. **Your local or county government is responsible for paying the intern's salary of \$6,240 as well as all appropriate federal and state withholdings/contributions. Your local or county government will also pay \$250 per intern to the Margaret Chase Smith Policy Center to partially support administrative costs of the Program.** The above signatures demonstrate that your local or county government agrees to employ the intern and will pay the intern's salary and the administrative fee.

**Please mail or e-mail this signature form to:**  
Peggy McKee  
Margaret Chase Smith Policy Center  
5784 York Complex, #4  
University of Maine, Orono, ME 04469-5784  
Phone: (207) 581-1644  
Email: margaret.mckee@maine.edu