



2023 Municipal/County Government Internship Signature Form

➤ This form with all signatures, **in addition to the online application**, ➤
must be received by **March 1, 2023**.

Internship Title:			
Agency Name:			
Supervisor's Name Printed ▲		Supervisor's Signature ▲	
Supervisor's Title ▲		Date ▲	
Town/City/County Manager Signature▲	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 2023 Maine Government Summer Internship Program will run from Tuesday, May 30th through Friday, August 18th 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 wages of \$15/hour as well as all appropriate federal and state withholdings/contributions. You 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 compensation 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