John Hudson Internship Program
Frequently Asked Questions

Questions about the Application

1. What are the qualifications for being a John Hudson intern?

Any college student, law student, graduate student, or recent college graduate who self-identifies as an individual with any type of disability is invited to apply. You will not be required to disclose your specific disability; however, your application for this program will signify that you consider yourself a person with a disability.

2. I participated in the John Hudson Internship Program in the past. Am I eligible to apply for this year's program?

We want to enable as many participants as possible to benefit from the program so individuals are not eligible to participate in consecutive years.

3. What types of disabilities are considered for this program?

Any person with a disability as defined by the **Americans with Disabilities Act Amendments Act of 2008** is eligible for the program.

4. **If I do not qualify for the John Hudson Internship Program, are there other internship opportunities available?**

Yes, Fairfax County Government offers other internship opportunities.

5. What types of internships are available?

Please refer to the position descriptions, which contain the job duties and qualifications needed for each position.

6. What is the deadline for submitting the application?

Applications will be accepted via email until Friday, April 12, 2024. Please note that all items required for the application package must be submitted by the deadline. Incomplete applications will not be considered.

7. Can I apply for more than one internship position?

Yes. Please indicate what positions you are applying for on the application. Also, review the qualifications on the position description to make sure that you have the experience and academic coursework requested.

8. How should I respond to the essay question?

Each of the essay questions should be answered separately. Each response should be between 250 and 300 words in length.

9. How long should my resume be and what should it include?

Your resume should be no longer than one page and should include at least your education and work experience.

10. Who should my references be?

Your references should be individuals such as work supervisors and college professors who can illustrate your qualifications, work/academic experience, character, and commitment. References should not be written by family members or friends.

11. Do you have to be a U.S. citizen to apply?

In order to be eligible for the John Hudson Internship Program, you must be legally authorized to work in the United States.

12. How many people apply for the internship program?

The John Hudson Internship Program is competitive, and we anticipate many candidates will apply. Applicants are encouraged to submit a thorough application that illustrates your qualifications and commitment.

13. How should I submit my application?

Applications should be emailed to Ann.Kim@fairfaxcounty.gov. Please use the subject line "John Hudson Internship Application" in your email. Applicants will receive a confirmation email once their application has been received.

14. How will I know if I was selected for an internship?

All applications will be reviewed, and finalists will be contacted for interviews at the beginning of May. Once the interviews are completed, the chosen applicant will be contacted by email or phone.

15. How will I know if I was not selected for an internship?

You will receive a letter or email from the internship coordinator.

Questions about the Internship

16. Is the John Hudson Internship a paid position?

Yes. The John Hudson Internship Program pays interns $15.48 per hour.

17. Is housing provided?

No. Interns must arrange for their own housing. Interns are encouraged to contact educational and other non-profit organizations to apply for housing assistance. Interns may also contact local colleges like George Mason University for summer housing.

18. Is transportation provided?

No. Interns must have their own reliable transportation. There is free parking available on site and all locations are accessible via public transportation. Please contact the internship coordinator for more information.

19. Will I be able to receive reasonable accommodations?

Yes. Reasonable accommodations will be provided for interviews and during the internships, upon request.

20. When will the internship start/end?

The internship will last 380 hours. The official start and end dates can be flexible, usually starting the first week of June and ending in early August.

21. I have a planned vacation this summer. Can I still participate?

In most cases, the start and end dates are flexible. If selected for an interview, let the interview panel know your availability.

22. Is the John Hudson Internship Program a full-time internship?

Yes. Applicants should expect to work Monday-Friday, eight hours per day. A typical schedule will be 8 a.m-4:30 p.m. with a one-hour lunch break. There may be some flexibility available to interns to accommodate other commitments like summer coursework.

23. Where will I work?

Depending on the specific job, interns will work at one of the Fairfax County government buildings. Please refer to the position descriptions for the specific work locations. Telework opportunities will likely not be available.

24. Can I get college credit for participating in the John Hudson Internship Program?

It is possible to receive college credit for internships. Check with your college/university counselor to see if you would be eligible for the credit.

If your question was not addressed here, please contact Ann.Kim@fairfaxcounty.gov.