

Capitol Fellowship Program Overview for Legislative Supervisors



The CLLARO Capitol Fellowship Program (CFP) seeks to expand the potential of emerging diverse leaders, strengthen their professional skills, and ultimately help mold the future public policy leaders in Colorado. CLLARO's CFP curriculum develops the Fellow's leadership abilities and understanding of the public policy process with monthly leadership trainings and ongoing mentorship, while facilitating access to Colorado's public policy leaders. Fellows have the opportunity to experience the State Capitol first-hand, all in an effort to increase the number of young, diverse leaders engaged in public policy.

What does the Capitol Fellowship Experience look like for students?

Students work directly in your office as part of your intern staff for 20 hours per week. The CFP experience is custom-tailored to make sure our Fellows are equipped with the skills and tools needed to excel in their support positions, so they enter the Capitol prepared to take on more complex assignments. Our recruiting policies are rigorous and transparent, so qualified candidates are already motivated leaders in their own right. By hosting a fellow in your office and integrating them into your team, you will see our proven curriculum at work as early as day one. Our fellows arrive prepared to engage in quality research, community engagement, and internal relationship building to support your entire office.

Expectations of Legislative Supervisors

- **Attend the Legislative Supervisor Orientation on December 7, 2017 (3:00 - 4:00 PM) at the CLLARO Office**
- **Attend the Capitol Fellow Meet & Greet on December 14, 2017 (5:00 - 7:30 PM) at the CLLARO Office**
- Serve as direct supervisors and public policy mentors to Capitol Fellows
- Provide an environment that nurtures the intellectual growth of leaders and professionals
- Provide wisdom and insight to help Fellows understand the public policy process
- Be a culturally-competent, informed leader by example
- Availability to meet with your Fellow for 30 minutes each month (Feb - Apr)
- Assess the CFP experience and discuss your Fellow's professional goals
- Offer your expertise and wisdom to support Fellow engagement
- **Attend the CLLARO Capitol Fellowship Graduation Brunch on May 19, 2018 (Location TBD)**

Expectations of Fellows

- Adherence to applicable dress codes in the State Capitol
- Completion of all assignments from mentors and supervisors in a timely manner
- Production of quality work that meets the standards set forth by mentors and supervisors

Program Objectives

- Students will learn the skills needed to develop themselves as leaders and advocates
- Students will be able to demonstrate a clear understanding of:
 - The legislative process in Colorado
 - How to participate in the civic process and to advocate for local communities

Important Dates to Remember

- **Thursday, December 7, 2017***: Legislative Supervisor Orientation (3 - 4 PM) at the CLLARO Office
- **Thursday, December 14, 2017****: Capitol Fellows Meet & Greet (5 - 7:30 PM) at the CLLARO Office
- **Wednesday, January 10, 2018**: Fellows' First Day and first day of Session
- **February 2018***: Meet with your Fellow for 30 minutes
- **March 2018***: Meet with your Fellow for 30 minutes
- **April 2018***: Meet with your Fellow for 30 minutes
- **Wednesday, May 8, 2018**: Fellows' Last Day and last day of Session
- **Saturday, May 19, 2018***: Capitol Fellow Graduation Brunch - Location TBD

* Required for you

** Required for you and/or a staff member