



Western Riverside Council of Governments (WRCOG) Public Service Fellowship Program 2020-2021 *Program Overview and Application Instructions*

Overview

The Western Riverside Council of Governments (WRCOG) Public Service Fellowship Program is a professional development opportunity designed to provide undergraduates, recent graduates, and graduate students hands-on experience in local, regional and special district, public agencies throughout Western Riverside County. This Fellowship is an opportunity for participants to prepare for full-time employment in local government careers that enrich the community.

Candidate selections are based upon a myriad of factors, including academic standing, interest in public service, and career goals and ambitions. Fellows should possess basic knowledge, understanding and skills in one, if not many core areas, such as research methods, microeconomic theory and principles, the legislative process, budgeting and finance, key environmental issues related to air and water quality, land use, transportation, and economic development.

Fellows are placed in one of 23 WRCOG member agencies, which include 18 cities, 2 water districts, 1 tribal nation, and the County of Riverside. To view a detailed list of members, please click on the following link: <http://wrcog.us/178/Member-Agencies>.

Program Requirements

Students who are selected to participate in the WRCOG Fellowship are required to:

- Attend a mandatory orientation prior to the start of the Program
- Attend monthly Professional Development Sessions that typically take place the last Friday of every month throughout the duration of the Fellowship
- Commit to serving 20 to 30 hours per week at assigned host agency; 960 hours total
- Be able to travel to work via private or public transportation to the assigned host agency (may be anywhere within WRCOG subregion)
- Depending on the placement, Fellows may be required to have access to a reliable vehicle to regularly travel in the area for work

Prior to final placement, some agencies may require students to undergo background checks (DMV, DOJ). Candidates must notify their designated Fellowship coordinator of any issues that may come up as a result of a background check prior to acceptance of offer, if extended.

Program Eligibility

To be eligible to participate in the Public Service Fellowship Program, candidates must:

- Be a senior-level undergraduate student or current masters student in the 2020-2021 Academic Calendar; or recent graduate (undergraduate or graduate degree)
- Have a minimum 3.0 GPA



- Demonstrate a connection to the subregion, e.g. be from the area; attended school in the area or; live, work, or go to school here presently

Selection Process

Top applicants will undergo an extensive selection process. Candidates are selected to participate in the Fellowship based on:

- Academic standing (year and GPA); a minimum 3.0 GPA is required
- Demonstrated interest in local government and/or public service
- Performance in interviews with WRCOG and host agency
- Potential match with host agency

Benefits

The benefits of being selected for the WRCOG Public Service Fellowship Program include:

- \$15/hour compensation
- 20 to 30 hours a week; 960 total hours
- Unique networking opportunities with local government agencies and officials
- Exposure to professional guest speakers in careers representing public policy, planning, administration, etc.
- Recognition as a distinguished WRCOG Fellow at local agency events
- Professional workplace etiquette training

Expectations of WRCOG Public Service Fellows

Being a WRCOG Public Service Fellow is an applied endeavor, with the goal of Fellows becoming gainfully employed within a related field in Western Riverside County. Fellows represent WRCOG and their host agency with professionalism, proving excellent work ethic and values.

How to Apply

To apply for the WRCOG Public Service Fellowship Program, please submit:

- [Application Packet](#)
- Cover letter
- Resume
- College transcript(s) (Undergraduate and Graduate, if applicable)
- One Letter of Recommendation (professional or academic)

Completed applications should be submitted to Rachel Singer, at rsinger@wrcog.us or via mail to the following address:

**Western Riverside Council of Governments Attn: Rachel Singer
3390 University Ave. Ste. 200
Riverside, CA 92501**

Please note, due to COVID-19, WRCOG has postponed the start of the Fellowship Program. All Fellowship applications are due July 31, 2020.



Candidates selected to advance in the application process will be contacted via email or telephone to schedule an interview. Students who are successful in their interviews will then be matched with one of WRCOG's partner government agencies and undergo a background check prior to the beginning of the Program.

Contact Us

For questions regarding the Program, please email Rachel Singer at rsinger@wrcog.us.

About WRCOG

Established in 1990, WRCOG serves one of the fastest growing areas in the State of California and the United States. Today, its 18 member cities and the unincorporated County of Riverside are home to 1.7 million people, and some 800,000 will join us by the year 2035. In addition to the 18 member jurisdictions, the Eastern Municipal Water District, Western Municipal Water District, and the Morongo Band of Mission Indians are members of the Agency. The Riverside County Superintendent of Schools is an ex-officio member.

Recognizing that many issues related to growth are not constrained by city or county boundaries, WRCOG focuses on a number of regional matters important to improving the quality of life in Western Riverside County. By working together through its Committee structure and utilizing existing resources, WRCOG is cost-effective by reducing duplication of effort and sharing information, enabling strong advocacy and strengthening Western Riverside County's standing in southern California and the state. WRCOG's program areas are varied and diverse, and include transportation, air quality, solid waste, water, environment, energy, economy, education, growth, and sustainability. WRCOG also provides administration for the Riverside County Habitat Conservation Agency (RCHCA).

For more information on WRCOG please visit the Agency website at www.wrcog.us. WRCOG is an equal opportunity employer.