



Ohio Legislative Service Commission Legislative Fellowship Program 2018 Telecommunications Application

Application Checklist

- This Form Demo Reel Link
- Résumé
- Sealed Transcript(s)
- Sealed Letters of Rec.
- Personal Statement

To be eligible for a 2018 telecommunications fellowship position, you must complete at least a bachelor's degree program with a telecommunications-related major by December 2017. A bachelor's degree in another area of study may be acceptable if you have acquired the requisite video production skills. All application materials postmarked on or before April 30, 2017 will be considered on time. Application packets must include:

- (1) this form;
- (2) a résumé;
- (3) sealed official transcript(s) from each college and university attended (for more than one quarter or semester);
- (4) two sealed letters of recommendation from persons familiar with your academic work, employment experience, extracurricular activities, and/or community activities. Letters of recommendation should not be requested from an elected public official unless you were employed by the public official and the official can comment specifically on your performance and work habits;
- (5) a two- to four-page typewritten personal statement. This requirement will be used to evaluate your writing skills and to help the selection committee learn more about you; and
- (6) a 5-minute (maximum) demo reel **publicly** accessible via web link, with your name and duties related to the project(s) clearly indicated.

Please print or type. You may continue your response to any item on a separate page.

APPLICANT'S NAME

PERMANENT ADDRESS

ALTERNATE ADDRESS

CURRENT TELEPHONE

ALTERNATE TELEPHONE

E-MAIL ADDRESS

HIGHEST DEGREE OBTAINED PRIOR TO DECEMBER 2017

EDUCATIONAL MAJOR(S) AND CUMULATIVE GPA(S) (List undergraduate and graduate GPA separately, if applicable)

EDUCATIONAL INSTITUTION FROM WHICH YOU HAVE OR WILL RECEIVE YOUR HIGHEST DEGREE

DEMO REEL WEB LINK AND DUTIES RELATED TO THE PROJECT(S) CLEARLY INDICATED

LIST ALL HIGHER EDUCATIONAL INSTITUTIONS ATTENDED, DATES ATTENDED, AND ANY DEGREE EARNED

LIST ANY PRODUCTION EXPERIENCE, INDICATING FOR WHOM YOU WORKED, LENGTH OF TIME OF JOB OR PROJECT, AND THE TYPE OF WORK PERFORMED (I.E. VIDEOGRAPHY, DIRECTING, EDITING, LIGHTING, AUDIO, TALENT, OR OTHER)

LIST ANY AWARDS, HONORS, ACTIVITIES, AND MEMBERSHIPS

LIST ANY HOBBIES, SPECIAL INTERESTS, AND/OR VOLUNTEER ACTIVITIES

HOW DID YOU HEAR ABOUT THE LSC FELLOWSHIP PROGRAM?

ARE YOU WILLING TO SIGN AN AUTHORIZATION FORM FOR A BACKGROUND CHECK? YES ___ NO ___

ANY OFFER OF EMPLOYMENT IS CONDITIONAL UPON THE COMPLETION OF A SATISFACTORY BACKGROUND CHECK.

ANY OFFER OF EMPLOYMENT IS CONDITIONAL UPON PROOF OF LEGAL AUTHORIZATION TO WORK IN THE UNITED STATES AS REQUIRED BY THE IMMIGRATION REFORM AND CONTROL ACT.

FALSIFICATION OF INFORMATION ON THIS FORM OR PROVIDING FALSE INFORMATION DURING ANY PART OF THE APPLICATION PROCESS, WRITTEN OR VERBAL, CAN RESULT IN TERMINATION OF EMPLOYMENT.

EMPLOYMENT WITH LSC, AT ALL TIMES, IS "AT WILL" AND MAY BE TERMINATED AT ANY TIME, AND FOR ANY REASON, BY THE DIRECTOR OF THE COMMISSION. NOTHING IN ANY AGENCY MANUAL OR MEMORANDUM, OR CONVEYED BY ANY OTHER AGENCY EMPLOYEE, ALTERS THAT "AT WILL" STATUS.

- **One complete application packet containing one original of all items must be postmarked on or before April 30, 2017 to be considered on time.**
- **All items must be collected by the applicant and sent to the Ohio Legislative Service Commission as one complete application packet.**
- **Materials should not be sent by facsimile machine or e-mail.**

Submit complete application packets to:
**OHIO LEGISLATIVE SERVICE COMMISSION
LEGISLATIVE FELLOWSHIP PROGRAM
VERN RIFFE CENTER
77 SOUTH HIGH STREET, NINTH FLOOR
COLUMBUS, OH 43215-6136**

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- Personal interviews of selected applicants will be scheduled in mid-June, with final selections occurring in late June.
 - Please refer to the FAQ section of the website and/or informational brochures for general information about the program.
 - Informational tours may be scheduled beginning in January and continuing through April. To schedule a telecommunications tour, and for all other questions regarding the LSC Fellowship Program, please contact the fellowship coordinator (fellowship@lsc.ohio.gov, (614) 387-6118).
 - LSC telecommunications fellows work as production assistants at Ohio Government Telecommunications (OGT)/The Ohio Channel, where they assist in televising legislative sessions and in the production of public service communications. For more information on OGT/The Ohio Channel, please visit their website at www.ohiochannel.org.