



**The Leadership Institute**

*For conservatives who want to win*

**Conservative Intern Workshop**

**March 4, 2010**

Arlington, Virginia 22201

**Thursday, March 4, 2010**

<b>TIME</b>	<b>SESSION TOPIC</b>	<b>KEY DISCUSSION POINTS</b>	<b>PRESENTER</b>
<b>9:30-10:00</b>	<b>Registration and Breakfast</b>	<ul style="list-style-type: none"> <li>• Course materials, name tags</li> </ul>	
10:00-10:15	Welcome and Opening Remarks	<ul style="list-style-type: none"> <li>• Welcome remarks and mission overview of LI</li> <li>• Intro. of Training Coordinator and course participants</li> </ul>	<b>Jane Gordon</b> Political Training Coordinator
10:15-11:00	The Four Ps of Excellence	<ul style="list-style-type: none"> <li>• Using the Four Ps to stand out as an intern</li> <li>• Making the Four Ps work for you</li> </ul>	<b>Steven Sutton</b> VP, Development
11:00-11:30	Dress for Success	<ul style="list-style-type: none"> <li>• Proper interview attire</li> <li>• Business casual 101</li> </ul>	<b>Eric Slee</b> Director , Communications Training <b>Leigha Caron</b> Campus Service Coordinator
<b>11:30-12:30</b>	Networking Your Way to Success	<ul style="list-style-type: none"> <li>• Networking 101</li> <li>• Building bridges and connecting people</li> </ul>	<b>Christopher Malagisi</b> Director of Political Training
<b>12:30-1:00</b>	<b>Lunch</b>		
<b>1:00-1:30</b>	Job Opportunities in the Public Policy Arena	<ul style="list-style-type: none"> <li>• Finding your way through opportunities in DC</li> </ul>	<b>Meghann Olshefski</b> Director, Employment Placement Services
<b>1:30-1:45</b>	<b>Group Picture</b>		
1:45-2:30	First Impressions	<ul style="list-style-type: none"> <li>• Making a great first impression</li> <li>• Parlaying your first impression into a lasting impression</li> </ul>	<b>Andrea McCarthy</b> <b>Director, Recruitment</b>
<b>2:30-2:45</b>	<b>Break</b>		
2:45-3:15	Personal Finance/ Surviving DC	<ul style="list-style-type: none"> <li>• How to survive DC on an Intern's salary</li> <li>• Taking care of the money you earn</li> </ul>	<b>Matt Hurtt</b> Campus Service Coordinator
<b>3:15-4:15</b>	What it Means to be a Conservative	<ul style="list-style-type: none"> <li>• Crash course in conservative philosophy</li> </ul>	<b>Daryn Iwicki</b> YLS Coordinator
<b>4:15-5:15</b>	Resume Crash Course	<ul style="list-style-type: none"> <li>• Get your resume noticed</li> </ul>	<b>Meghann Olshefski</b> Director, Employment Placement Services
<b>5:15-6:00</b>	<b>Networking Dinner</b>		