HOW TO APPLY

For more information about internships, visit our website: www.sto.idaho.gov

All applicants must submit the following to be considered for an internship position:

• Completed Application
• Cover Letter
• Current Resume
• Two letters of recommendation

Mail to:
Idaho State Treasurer Julie A. Ellsworth
Attn: Internship Coordinator
P.O. Box 83720
Boise, ID 83720-0091

Or email:
idahotreasurer@sto.idaho.gov

We look forward to your application!

“...Internships should provide an opportunity for individuals to not only learn about the day to day operations of state government but an opportunity to learn and participate in the public process.

I understand that not every intern has the goal of public service but that everyone benefits from understanding how our state government works.

I have always enjoyed working with interns and look forward to working with the individuals who intern in our office.”

Sincerely,

Julie A. Ellsworth
Idaho State Treasurer
The Idaho State Treasurer operates as the central chief fiscal officer and banker of monies collected by Idaho and is responsible for managing more than seven (7) billion dollars. The Office acts as the state’s bank, receiving all monies, investing idle state monies and funds for local government and state agencies. The following programs are also administered within the office; the Idaho Millennium Fund, Idaho Unclaimed Property, Idaho Bond Bank, and the Idaho College Savings Program.

**OPPORTUNITIES MAY INCLUDE BUT ARE NOT LIMITED TO:**

- Giving tours of the office/vault
- Reconciliation of statements
- Prepare documentation for Investment Advisory Board Meetings
- Attend Treasurer’s Investment Advisory Board meeting
- Learn about the investment practices/strategies in the Treasurer’s Office
- Unclaimed Property data check
- Investigate claims for UCP

**Students who are self-motivated and interested in experiencing the operations of the Treasurer’s Office are encouraged to apply.**

**INTERNSHIP DESCRIPTION**

The Treasurer’s Office provides a paid internship opportunity for undergraduate and graduate students to experience the operations of the Idaho State Treasury.

The internship will provide students the opportunity to work in and learn the daily operations of all three divisions within the Treasurer’s Office; Banking Operations, Investments, Unclaimed Property (UCP).

This internship is designed to give an all-around educational experience of the State Treasurer’s Office and state government.