

Justice and Policy Studies Department & Internships

Site: Montgomery County Pre-Release Center	
Contact Person: Carl Hampstead	Title: Organization Development Manager
Site Address: 11651 Nebel Street Rockville, Maryland 20852	
Phone: 301-468-4200	Email: carl.hamstead@montgomerycountymd.gov Web Site Address:
Intern Duties: Plan and conduct recreational events for pre-release offenders, support resident supervision, intervention, conduct urinalysis, on-site verifications, participate in weekly team meetings	
Are there different areas/departments where the intern could work? Please list below:	YES NO
Time Requirements (minimum and maximum hours per week the intern could work) Minimum of 24 hours- maximum of 32 hours per week	
Have you had interns from Guilford or other colleges before this intern? If yes, do you have written guidelines for them? If yes, Please attach.	YES NO YES NO
How many interns can you take per semester?	8
Please briefly describe dress code, if you have one: business casual	
Do you have any paid internships that may come available? If yes, please describe or attach job description	YES NO
Pays minimum wage; one full-time position pays 22k per year	
Is there a possibility of later employment with your agency for this or other interns?	YES NO
30-40% of staff here were interns	
Are there any other comments you would like to make? Background check, interview, 20+ years old, need a valid drivers license, completion of at least two years of college with one year in criminal justice and a behavioral/human science	

please return to wpizio@guilford.edu or
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