



Legislative Advocacy Internship - Winter/Spring 2020

Riverkeeper is looking for an exceptionally qualified graduate or undergraduate to join our team during the 2020 New York State legislative session to partner with the Legislative Advocacy Manager on legislative affairs, public affairs, research, communications and administrative support. The intern will work closely with Riverkeeper's program team of scientists, advocates, and lawyers. The intern will gain firsthand experience in state-level legislative advocacy at an internationally recognized environmental non-profit. The 2019 New York State legislative session included groundbreaking environmental and climate legislation including a ban on single-use plastic bags, an environmental rights constitutional amendment and the nation's most aggressive climate legislation. Expectations are high that the 2020 New York State legislative session will be another breakthrough year for environmental policy in New York. Thereby, providing an opportunity to an emerging environmental leader seeking a fast-paced internship.

We seek independent and motivated students with a commitment to environmental protection and an ability to handle diverse assignments. Strong research and writing skills and organized work habits are a must.

- **Training:** The intern should expect training and onboarding the first week of the internship followed by ongoing mentorship and supervision from the Legislative Advocacy Manager. The intern should also expect regular check-ins with their supervisor and the Advocacy & Engagement team. The intern will receive training and relevant written materials to become versed and comfortable about the range of Riverkeeper's campaigns, initiatives, and mission.
- **Commitment:** January - June 2020. A commitment of 20 hours per week minimum.
- **Location:** Albany, NY and Hudson River Maritime Museum Riverkeeper office, Kingston, NY
- **Compensation:** Unpaid internship, university credit or externally funded, strongly encouraged

Internship Duties

- The intern will work primarily in Albany at the Legislative Office Building and develop an understanding of the Hudson River Estuary, pollution threats, environmental policies, and local governmental agencies;
- Lobby legislative staff and legislators on Riverkeeper's legislative priorities
- Assist in reviewing, analyzing and tracking legislation and drafting memos and testimony on budget priorities and legislation
- Assist in the distribution of memos and factsheets to public officials and their staff
- Assist in monitoring committee hearings and meeting
- Assist in drafting testimony



- Coordinate coalition meetings and communication
- Collecting petition signatures and contact information at outreach tables and preparing the information for upload into our database
- Staff and assist in organizing Riverkeeper's tabling program as needed
- Intern may also occasionally participate in hearings, meetings with government officials, trainings, investigations, and boat patrols;
- Assist in organizing and participating in advocacy events;
- Attend various meetings across the region with Riverkeeper staff or independently on behalf of Riverkeeper;
- Draft blogs, letters to the editor and op-eds supporting Riverkeeper's campaigns.

Qualifications

- Graduate or law student a plus but not required;
- Available on a regular schedule for the entire duration of the internship;
- Comfortable in an office setting working with computers, websites, online databases, and complex research topics;
- Familiarity with google drive software such as Google sheets and docs;
- Resourceful, self-starter, excellent problem solver;
- Online research experience;
- Enthusiasm for the Riverkeeper mission and for helping the Legislative Advocacy Manager reach annual goals;
- Requires some availability beyond regular office hours for events on evenings and weekends;

How to Apply

Applications will be accepted on a rolling basis. Interested applicants should send a cover letter and 1-page resume to: Robin Meadows, Director of Human Resources and Operations via email at rmeadows@riverkeeper.org. Please write "2020 Legislative Advocacy Internship Application" in the subject line.

Riverkeeper is an equal opportunity employer and provides opportunities to all employees and applicants, regardless of race, color, religion, gender, sexual orientation, national origin, age, disability, and military status.