Government Affairs Fellowship (1- 2 years)

Riverkeeper is looking for a post-graduate fellow to join our team to work on state and federal government affairs with a primary focus on the New York State legislative session and select federal policies. The Government Affairs Fellow will partner with the Senior Manager of Government Affairs on legislative affairs, public affairs, research, communications and administrative support. The Fellow will gain firsthand experience in state and federal level advocacy at an internationally recognized environmental non-profit, working closely with Riverkeeper’s program team of scientists, advocates, and lawyers.

We seek independent and motivated applicants with a commitment to environmental protection and an ability to handle multiple, diverse assignments at the same time. Strong research and writing skills and organized work habits are a must.

- **Commitment**: 40 hours per week for 1 year, with an option of renewal for an additional year, pending funding approval
- **Location**: hybrid remote/in-person; in person meetings in Ossining, Albany and NYC
- **Compensation**: $35,000-40,000 a year salary with benefits commensurate with experience

**Position Duties**
- On-site work at the New York State Capitol when required and remotely
- Work with legislative staff to schedule meetings to further Riverkeeper’s legislative agenda
- Develop an understanding of the Hudson River Estuary, pollution threats, environmental policies, and local governmental agencies
- Lobby legislators and their staff 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 meetings
- Assist in drafting testimony
- Coordinate coalition meetings and communications
- Possible participation in hearings, meetings with government officials, trainings, and investigations
- Assist in organizing and participating in advocacy events such as webinars and roundtables via zoom
- Attend various meetings with Riverkeeper staff or independently on behalf of Riverkeeper
- Draft blogs, letters to the editor and op-eds supporting Riverkeeper’s campaigns

**Qualifications**
- College degree required; Post-graduate preferred
Advocacy experience recommended
Skilled in 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 Senior Manager of Government Affairs reach annual goals

Compensation and Benefits
Compensation is commensurate with experience ranging from $35,000 to $40,000. This position is a full time (40 hours/week), non-exempt position with benefits and must be flexible to work some nights and occasional weekends. Riverkeeper offers an employee-only health, dental and vision plan, as well as life and disability coverage, vacation, sick, personal days, as well as parental leave and other benefits.

How to Apply
Applications will be accepted on a rolling basis until the position is filled. Interested applicants should send a 1-page cover letter and 1-page resume to: Human Resources via email at humanresources@riverkeeper.org and Jeremy Cherson, Senior Manager of Government Affairs via email at jcherson@riverkeeper.org. Please write “Government Affairs Fellowship 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.