



PUBLIC POLICY INTERN Spring 2018

Description

The Silicon Valley Council of Nonprofits (SVCN) is currently seeking a public policy intern for Spring 2018 (January – May/June). The internship is open to a junior or senior-level undergraduate student with interest in the following areas:

- Public policy and state budget advocacy

- General public policy and nonprofit research in areas such as early childhood, domestic violence and older

ballot initiatives, and drafted policy papers that have been adopted by both local and statewide advocacy groups. The nonprofit sector is seeing a rise in legislative issues that impact the sector. SVCN is the leader in public policy advocacy for nonprofits in our community with over 200 agencies in our membership base.

Interns are expected to devote at least 12-15 hours a week to the internship. The intern will receive a stipend valued between \$250-\$500 as compensation for their work.

Responsibilities

- Support all aspects of the SVCN public policy portfolio including research, analysis, and development of policy positions that impact the nonprofit sector.

- Assist in researching information and collecting data to support our work in public policy, government contracting and/or other areas of interest for use in reports and publications.

- Engage with a variety of policymakers and elected officials at both the state and local level through meetings and forums etc.

- Participate in advocacy and education, as well as coalition building with SVCN member organizations on legislative issues.

- Represent SVCN at community meetings as needed.

- Specific tasks include organizing meetings with elected officials and organizing candidate forums as needed.

- Other duties/special projects may be assigned.

Organization Background

SVCN is a collaborative organization that takes positions on issues that impact the nonprofit sector. To achieve results, we develop extensive groundwork in data collection, understanding government budgets and developing the nonprofit perspective. We work in partnership with our nonprofit members that are primarily health and human services community-based agencies with an emphasis on Santa Clara County. Our office is informal, fast-moving, and demands an ability to work independently.

Applications will be reviewed on a rolling basis until the position is filled. Please submit a cover letter and resume to alexan@svcn.org and place "Policy Intern" in the subject line. Please include your general availability in your cover letter.

The Silicon Valley Council of Nonprofits is an Equal Opportunity Employer.