



MCE Summer 2024 Policy Internship

As an advocacy organization, MCE works to advance greater protections for Missouri's people and their environment through regulation, legislation, and when necessary, litigation. MCE's Policy Team seeks a legal/policy intern this summer to assist with policy research and writing, member activation on policy advocacy opportunities, including legislator engagement opportunities for MCE's members.

Objectives:

1. Research legislative and regulatory language to inform MCE's environmental and public health advocacy efforts and assist with policy drafting.
2. Help plan in-district meetings for MCE members and their legislators for the first half of August. This includes meetings with both state and federally elected officials. Includes communication with legislators' offices to schedule meetings and events. Includes outreach to specific MCE members.
3. Assist with planning collaborative legislative advocacy events with MCE partner organizations. This includes direct communication and coordination of next steps with MCE partners.
4. Develop content on MCE's federal legislative priorities to share with MCE's communications team for distribution on social media, in e-alerts, and to MCE members for in-district legislator events.
5. Communicate directly with specific MCE members as needed on priority legislation for which we need their help advancing our legislative goals.
6. Assist with other policy related tasks as they arise.

Qualifications:

- Interest in law and policy is required; experience with law and policy (including college courses, local/state/federal campaigns, or other experiences) is a plus
- Interest in or existing understanding of how the environment, public health, agriculture, and social justice are interconnected
- Excellent writing and communications skills
- Ability to manage multiple projects at once
- Excellent organizational skills as it relates to documents, research, and data; familiarity with organizing information in spreadsheets is a plus
- Demonstrated ability to succeed working remotely on time sensitive projects
- Interests in building power through grassroots engagement and coalition building is a plus
- Familiarity with Google Suite
- Comfortability with making cold calls and emails to new people, such as government officials' staff, MCE volunteers, and others



Hours: 16 hours/week for 11 weeks. The internship begins Tuesday, May 28th and concludes on Friday, August 9th. Work can be done remotely or at the MCE office. Travel to Jefferson City, MO is not required but the opportunity to do so will likely arise.

Compensation

MCE's Policy Intern receives a stipend of \$800, with half of the amount paid halfway through the internship and the remaining amount at the close of the internship.

To apply: Submit cover letter, resume, and writing sample to Melissa Vatterott at mvatterott@moenvironment.org with "Policy Intern" in the subject line. Applications will be reviewed on a rolling basis. **Final deadline to apply is April 15.**