



Spring 2025 Legislative Internship

October 8, 2024

Organization Background

Founded in 1969, the Missouri Coalition for the Environment (MCE) is Missouri's independent citizens' environmental organization for clean water, clean air, clean energy, and a healthy environment. We envision a future where the people of Missouri, regardless of race, income, or geography, live in and demand a clean, safe, and protected environment, now and for generations to come. We work to achieve this vision through our mission of educating, organizing, and advocating in defense of Missouri's people and their environment.

Our values, listed below, direct the mission-driven activities we undertake to achieve our vision.

Collaboration – We learn from, nurture, and support other organizations and individuals working for environmental justice and protections. We recognize that we are stronger together.

Equity and Inclusion – We are committed to being inclusive in our work with partners, geographies, communities, and one another, and celebrate the contributions of our staff, supporters, partners, and volunteers. We acknowledge historical inequities and make intentional efforts to dismantle racist and other unjust systems.

Integrity – Our actions reflect our vision, our mission, and our values. We commit to continual learning, evaluation, reflection, and growth. The information we provide is accurate, reliable, factual, and science-based.

Sustainability – We are devoted to the environment because people are a part of nature and reliant on its biodiversity, stable climate, and unpolluted habitats for our survival.

Tenacity – We relentlessly champion the protection of Missouri's people and their environment.

For more info about MCE visit www.moenvironment.org.

Position Overview

One of the greatest opportunities for MCE to further its mission is by monitoring legislation introduced in the Missouri General Assembly, mobilizing our members and other Missourians to act, and for us to testify before elected officials when bills related to our priorities begin moving. We are seeking a Legislative Intern for the 2025 Legislative Session to assist MCE's Policy Director in making all of this possible!

The primary subject areas for our work in the state capital include: water, air, sustainable food systems, waste, energy, public land, and preserving democracy.

The Legislative Intern will work with the Policy Director to:

- track legislation and committee hearings,
- build out MCE's internal and external facing bill trackers,

- update the bill trackers multiple times each week
- create content for our weekly “MO Leg” e-alert, including descriptions of bills and our call to action
- prepare educational materials for MCE members and legislators, and
- support the organizing efforts of advocacy days.
- strategize weekly with Policy Team and lobbyist
- email legislators, including committee members, as needed

The internship comes with opportunities to travel to Jefferson City, MO, meet with lawmakers, and potentially testify at a committee hearing.

Qualifications

- Interest in or existing understanding of how the environment, public health, agriculture, and social justice interconnected
- 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
- 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
- Ability to be in Jefferson City for our annual Advocacy Day. MCE staff travel from St. Louis, Columbia, and Kansas City for this event and can provide transportation from these locations.

Hours: 16 hours/week for 20 weeks. The internship begins during the first week of January through the third week of May. Work can be done remotely or at the MCE office. **This work is time sensitive and requires at least four of the 16 hours to be done on Mondays.**

Compensation

MCE’s Legislative Intern receives a stipend of \$1,000, with half of the amount paid halfway through the internship and the remaining amount at the close of the internship.

How to Apply

Email a cover letter, resume, and writing sample to mvatterott@moenvironment.org and include “Legislative Internship” in the subject line. **Applications will be reviewed on a rolling basis and filled once a qualified candidate is found. Official deadline for applications is 5 pm on Monday, December 2.**

