Earthjustice
SPRING 2020 Policy and Legislation Internship
Job ID #10038

Description
Earthjustice is the premier nonprofit environmental law organization. We take on the biggest, most precedent-setting cases across the country. We wield the power of law and the strength of partnership to protect people’s health, to preserve magnificent places and wildlife, to advance clean energy, and to combat climate change. We partner with thousands of groups, supporters, and citizens to engage the critical environmental issues of our time and bring about positive change. We are here because the earth needs a good lawyer. Founded in 1971, Earthjustice has a distinguished track record of achieving significant, lasting environmental protections. We achieve this by hiring the best and brightest who share a passion for justice and a healthy environment. Our headquarters are in San Francisco with nine offices across the U.S. The Policy and Legislation (PAL) intern will work with the PAL department, which is comprised of environmental lobbyists and advocates, to protect our courtroom victories from efforts to undo them in Congress and defend and strengthen the same environmental laws Earthjustice enforces in the courtroom. The intern will learn how a non-profit environmental organization weighs in on environmental policy at the federal level and gain considerable insight into congressional procedures, the policy process, environmental nonprofit lobbying and advocacy strategizing, coalition building, and associated communications and outreach. Responsibilities: The intern will report to the Legislative Assistant.

• Assist with tracking bills and monitoring appropriate Senate and House Committees for actions on legislation of interest to PAL staff.
• Conduct online research.
• Attend Congressional hearings, coalition meetings, weekly department meetings, educational presentations, and other meetings as requested.
• Prepare and disseminate information to PAL staff, and Congressional offices as requested.
• Make phone calls to Congressional offices as requested.
• Assist with outreach and preparation for events sponsored by PAL.
• Support advocacy efforts through drafting and editing fact sheets, policy documents, and other collateral.
• Write blogs relevant to assignments.
• Perform administrative tasks as requested.

Qualifications The ideal candidate will:
• Be currently enrolled in a college/university program to apply; undergraduates in their Junior or Senior year are preferred
• Be able to work 20 hours per week
• Reside in the DC Metro Area or be willing to relocate for the duration of the internship
• Possess excellent writing, organizational, and communication skills
• Have working knowledge of online research and MS Office programs
• Work effectively on a team, and be able to drive projects to completion
• Be willing and able to learn new skills and subject areas
• Possess a strong interest in environmental and/or social justice issues, Congress, politics and the policymaking process

We offer a stipend and welcome applications from candidates who can secure outside funding. Application Procedure
• Interested candidates should submit a thoughtful cover letter and resume online by the deadline. Emailed applications will not be accepted. NO PHONE CALLS PLEASE.

Location: Washington, District of Columbia United States
Position Type: Full Time, Internship & Co-op

How to Apply:
http://jobs.jobvite.com/careers/earthjustice/job/oDm3afwW?