Legislative Outreach Intern

The Legislative Outreach Intern will work with the Legislative and Political Director to conduct legislative outreach to the Pennsylvania State Legislature, local elected officials, and community allies in order to advocate for budgetary and policy decisions that improve public and human services in Pennsylvania. The position is 20 hours per week, and is physically located in our Harrisburg office. Some work may be completely remotely, and some work will involve visits to the Capitol and State agencies. Students must be able to receive academic credit for their work. Note: this position is not available for work-study students.

Responsibilities:

- Assist in the Local’s legislative outreach, including direct lobbying, member mobilizing, scheduling, legislative event planning, and drafting legislative correspondence and collateral materials.
- Research, analyze, and develop briefing documents on best practices in public and human services delivery, worker and labor law issues, and key pieces of worker-related and human services related legislation and regulation;
- Attend and / or review recordings and transcripts of agency and legislative committee hearings and draft summaries of key worker-related and human services-related issues;
- Assist in the drafting of talking points, internal memos, legislative briefing pieces, and other communications materials as necessary; and
- Other responsibilities as assigned.

Applicants should have an interest in public policy, social justice and / or worker issues; must submit a research-oriented writing sample; and may be asked to take a writing test at the time of the interview. The selected applicant will have excellent writing, research, and analytical skills, and a thorough knowledge of online collaborative tools. Graduate students or rising seniors preferred. Applicants can apply by sending a cover letter, resume and writing sample to christopher.hundey@seiu668.org, with “Legislative Outreach Intern application” in the subject line.

SEIU Local 668 represents nearly 20,000 health and human services workers, including those who work as employment and youth counselors, social workers, corrections and probation officers, ChildLine and 911 operators, drug and alcohol counselors, and court employees, among others. Approximately half of our members are employed by the Commonwealth, and the remainder work for municipal, county, and private employers across the state. Our members are a diverse group of individuals, of varying ethnicities, political affiliations, and beliefs, but they are united by their dedication to serving the people of Pennsylvania.