

# Washington Summer Program Internship #19

## National Breast Cancer Coalition

Summeries

Here is another internship opportunity. You may fax (202) 265-6854 or email your application materials to their HR department, [cmayes@stopbreastcancer.org](mailto:cmayes@stopbreastcancer.org). - sl

### Government Relations and Public Policy Intern Summer Vacancy Announcement

The National Breast Cancer Coalition, a grassroots advocacy organization dedicated to ending breast cancer, seeks a full or part-time intern (full-time preferred) for the summer to support its Government Relations and Public Policy department, helping to further our legislative and public policy agenda.

Duties will include:

- Develop training strategy and materials for educating NBCC's grassroots network on guaranteed access to quality health care framework.
- Conduct preliminary research on state legislation website, in addition to other health policy Internet research, and submit written reports.
- Compile bi-weekly inter-office newsletter on health reform news.
- Maintain databases.
- Attend and report on healthcare briefings, forums and meetings around the Washington, D.C. area.
- Assist with Hill activities and phone calls to legislative offices.
- Participate in professional development trainings, as available.
- Attend Government Relations staff meetings.
- Submit weekly project reports.
- Perform additional administrative duties as needed.

Position requires:

Excellent oral and written communication skills.

Ability to proactively juggle multiple tasks.

Proficiency in Microsoft Office Suite, database maintenance, and Internet research.

Strong research skills.

Familiarity with women's issues and the federal and state legislative processes desired.

This internship is unpaid. We will work with individuals to obtain academic credit if available.

Fax cover letter w/resume, and at least one professional or academic reference to NBCC/Attn: Human Resources – F/GR Internship at (202) 265-6854, or mail to 1101 17th St. NW, Suite 1300, Washington, DC 20036. No calls please. NBCC is an equal opportunity, affirmative action employer that especially welcomes applications from breast cancer survivors, women and people of color.

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