



2020 Spring Semester Internship Posting
Job Title: Government Relations Intern
Positions: 1

About the Government Relations Team

The Chamber's Government Relations efforts include advocacy at every level of government – local, state and federal; helping businesses navigate the complexities of government through advisements; and collaborating and communicating with elected officials, community partners, and the public to promote positive business representation and understanding. Our advocacy work centers around three key components: educating our members, building relationships with government officials, and creating political capital for the Central Ohio business community. We focus on policies that will create and maintain a competitive business climate, strengthen talent and workforce development programs to prepare the labor pool of the future, and facilitate a fully integrated and advanced multi-modal transportation network with strong investments in infrastructure. We make it our business to be in the know, related to government happenings. The Government Relations team is looking for additional internal support to cover the breadth of our work.

Work Activities

- Track, monitor and analyze legislation pertaining to the Columbus Region business community, providing regular status reports and attend meetings and hearings as needed
- Research public policy issues on the local, state and federal levels
- Create government relations newsletter and blog content
- Draft letters of support and formal business letters
- Maintain public official records in the Chamber's CRM system and on our website
- Provide administrative support to our government affairs steering committee and government related events/meetings i.e. event planning, scheduling and meeting prep (Attend, too!)

About the Right Fit

Attributes of a great team member are: strong writer, available for at least 20 hours per week, Statehouse or legislative experience strongly preferred. They're proactive, and aren't afraid to take the initiative to get things done. Discretion is highly valued, as well as hard work and professionalism in writing, speaking, presenting and relating with people. Experience and knowledge in our political sphere is a must. Candidates must be enrolled in university and have at least a 3.0 GPA.

Applying

Please submit a cover letter and resume to Holly Gross, Vice President of Government Relations: HollyGross@columbus.org

Timeline

Start date: Immediately