



Research Intern (Sacramento)

The Coalition for Clean Air (CCA) is the only statewide nonprofit organization advocating exclusively for clean air in California. Since 1971, CCA has worked to strengthen the environmental movement by promoting community involvement, advocating responsible public policy and providing technical expertise. With offices in Los Angeles, Fresno and Sacramento, CCA is dedicated to protecting public health by improving air quality for all Californians.

We are seeking research interns in our Sacramento office on a rolling basis. Starting and ending dates are flexible, but a minimum 10-week commitment is preferred. Research interns are expected to conduct analysis in support of CCA's current campaign work, draft policy position papers as necessary, provide research and analysis on regulatory actions, and occasionally assist staff in developing reports for public distribution.

Job responsibilities may include:

- Conduct policy research and analysis
- Assist in the monitoring of selected legislative and regulatory proposals
- Advocate for policies to protect public health at local venues
- Collect and analyze data
- Participate in meetings with other organizations, as well as elected and appointed officials
- Conduct educational presentations
- Participate in forums to raise awareness about environmental policy and legislative issues
- Help maintain central file area for issues and provide general administrative support, including filing, copying, correspondence and other tasks as needed

Qualifications:

- Must be a current or recent undergraduate or graduate student
- Preferred focus of study is public policy, environmental science, public health, political science or related field
- Strong written and verbal communication skills
- Strong organizational and computer skills
- Individual must be detail-oriented with strong interpersonal skills
- Ability to handle multiple assignments
- Ability to work both independently and with significant supervision, as necessary
- Demonstrated ability to take initiative and work in a team environment
- Experience working on CA environmental issues a plus
- Bilingual a plus (English/Spanish or English/Mandarin, etc.)
- Commitment to the mission of the Coalition for Clean Air

Contact

Please send a cover letter, one-page resume and brief writing sample to mario@coalitionforcleanair.org, or fax to Mario Guerrero at (916) 498-1560.