GOVERNMENT & PUBLIC INTEREST INTERNSHIPS
For more information on any of the internships on this page, see Gene Durkee, Director, Pathways – Career and Life Planning, edurkee@nec.edu, 603 428 2358.

ALZHEIMER’S ASSOCIATION, MA/NH CHAPTER, SPECIAL EVENTS INTERNSHIP
Bedford, NH
Caitlyn Mosher Ellis
Alzheimer’s Association
Five Bedford Farms Drive Suite 201, Bedford, NH
cellis@alz.org
Working with the Development team, the Special Events Intern would be responsible for the following: Assisting staff with coordinating annual special events, including the Walk to End Alzheimer’s. Calls to past teams and current team captains. Outreach to community groups. Working vendor fairs. Help secure logistics for walk day, permits, police detail, entertainment, food, etc. Help to develop additional tools for walkers, signage, forms, etc. Attend walk committee meetings if possible. Assisting with developing, creating, and editing PR materials used to promote special events. Conducting resource information research, database management, mailings, and outreach to ensure that our target audience is notified of our upcoming events. Contacting donors and thanking them for their support of our programs, services and research grants.

AMERICAN CANCER SOCIETY, GOVERNMENT RELATIONS AND ADVOCACY INTERNSHIP
Bedford, NH
Peter T. Ames, MPH
Director of Government Relations and Advocacy
American Cancer Society
2 Commerce Drive, Suite 110, Bedford, NH 03110
peter.ames@cancer.org
603-471-4110
Assist GRA Director, Grassroots Advocacy Coordinator, and GRA Associate with execution of access story banking strategy. Identify potential locations of cancer patients dealing with health care access. Travel to different areas of the state to actively solicit stories from cancer survivors and their families. Focus on Manchester, Nashua, Portsmouth and Concord. Work closely with ACS Patient Navigator at CMC/Norris Cotton in Manchester. Use earned media to solicit stories from the public. Document stories of cancer survivors with access stories. Develop commitment letter for survivor advocates to share their story. Video survivors sharing their story. Work with NH Voices for Health, the NH health access advocacy coalition. Work with Grassroots Advocacy Coordinator to leverage existing volunteer relationships. Participate in grassroots advocacy activities, i.e. advocacy 101 trainings, volunteer recruitment, voter registration questions, etc. Monitor and maintain record of press clippings on GRA policy goals, i.e. letters to the editor, editorials, news articles. Assist the Income Development, Cancer Control, and Communications departments as needed when workload shifts occur. Assist with mass mailings, copying, filing and other clericals duties.
American Diabetes Association, Fundraising and Events Internship
Boston, MA and Manchester, NH
Laura Flynn, Administrative Coordinator
American Diabetes Association
330 Congress Street, 5th Floor, Boston, MA 02210
Phone: 617.482.4580 Ext. 3464
lflynn@diabetes.org
The American Diabetes Association invites college students interested in event planning, fundraising, and non-profit work to participate in a spring internship with the American Diabetes Association Step Out to Fight Diabetes walk team. Responsibilities will include: Supporting the Step Out Director, Associate Managers, and Special Event Support Coordinators through walk and volunteer recruitment. Assisting with kick-off events. Supporting fundraising efforts. Researching possible sponsors and in-kind donors. Day of event logistics, as well as providing administrative support to the walk team.

Break the Cycle (Dating Abuse Prevention), Policy Intern
Los Angeles, CA
Quincy O’Neal
Break the Cycle Internship Program
5777 W. Century Blvd., Suite 1150, Los Angeles, CA 90045
Email: la.intern@breakthecycle.org
Policy Interns gain hands-on public policy experience working with Policy and Technical Assistance staff. Responsibilities may include: Conducting legislative and policy research. Drafting legislative and administrative policies. Creating advocacy and educational materials for policy-makers, service providers, schools and community members. Participating in lobby visits with the DC City Council and the U.S. Congress.

Corporate Accountability International, Campaign Organizer Intern
Boston, MA
Michaela Howard
10 Milk Street, Suite 610, Boston, MA 02108
617-695-2525
internships@stopcorporateabuse.org
The Campaign Organizing Internship is a skills-building internship in which interns will take on significant projects to advance Corporate Accountability International’s mission in one of the three campaign areas. Interns will participate in organizing efforts of the Think Outside the Bottle and Public Water Works! Campaigns to challenge corporate control of water, the Value [the] Meal campaign to challenge corporate abuse of our food, or the campaign to Challenge Big Tobacco. The projects will be coupled with training sessions, action planning, campaign research, media outreach, fundraising, and many other topics.
CORPORATE ACCOUNTABILITY INTERNATIONAL, COMMUNICATIONS & MEDIA INTERN
Boston, MA
Michaela Howard
10 Milk Street, Suite 610, Boston, MA 02108
617-695-2525
internships@stopcorporateabuse.org
The Communications and Media Internship is a skills-building internship in which interns will take on significant projects to advance Corporate Accountability International’s mission, including the Think Outside the Bottle and Public Water Works! campaigns to challenge corporate control of water, the Value [the] Meal campaign to challenge corporate abuse of our food, and the campaign to Challenge Big Tobacco. The projects will be coupled with training sessions on action planning, campaign research, media outreach, fundraising and many other topics.

CORPORATE ACCOUNTABILITY INTERNATIONAL, FINANCE & ACCOUNTING INTERN
Boston, MA
Michaela Howard
10 Milk Street, Suite 610, Boston, MA 02108
617-695-2525
internships@stopcorporateabuse.org
The Finance and Accounting Intern will assist in performing accounts receivable, accounts payable, financial reporting, preparing state registrations and will help prepare for the annual audit. This is an excellent opportunity to get hands-on experience in a non-profit Finance department.

CORPORATE ACCOUNTABILITY INTERNATIONAL, NON-PROFIT ADMIN INTERN
Boston, MA
Michaela Howard
10 Milk Street, Suite 610, Boston, MA 02108
617-695-2525
internships@stopcorporateabuse.org
The Non-Profit Administration Intern will play a unique role in the organization by supporting projects such as implementation of an outreach program to identify and hire top-notch candidates for entry-level to senior staff positions or developing systems for supporting campaign actions. This internship is an excellent introduction to non-profit administration.

CORPORATE ACCOUNTABILITY INTERNATIONAL, ONLINE ADVOCACY INTERN
Boston, MA
Michaela Howard
10 Milk Street, Suite 610, Boston, MA 02108
617-695-2525
internships@stopcorporateabuse.org
The Online Advocacy Internship is a skills-building internship in which interns will take on significant projects to advance Corporate Accountability International’s mission, support campaign work and assist the communications team. The intern will gain experience updating the website, designing visual assets, assisting in outreach to the Online Action Network and online social networks and researching social reach for allies and key constituencies. The projects will be coupled with training sessions on action planning, campaign research, media outreach, fundraising and many other topics.
CROSS HILL COMMUNICATIONS, ASSISTANT PRODUCER INTERNSHIP
New Hampshire
John O’Connor, C.E.O Cross Hill Communications
joconnor@nec.edu
x2240 or (603) 340.0195
The student will assist the host with booking guests for a show, Capital Connections. Student will coordinate with CHC staff, guest, and site location (often Danforth Library) to schedule shows. Student will research guest and present briefing and suggested topic areas. Student will keep abreast of political activity in the state of New Hampshire and book guests associated with that activity. Student will greet guests. Student will assist in production/shoot, including setup and take down.

DEPARTMENT OF CITYWIDE ADMINISTRATIVE SERVICES, BUREAU OF ACTIVE AGENCY/INTERGENERATIONAL PROGRAMS, SUMMER COLLEGE INTERN
New York, NY
Theresa Knox
(212) 442-3115
tknox@aging.nyc.gov
2 Lafayette Street - 7th Floor, New York, NY 10007
This position will assist with data collection and data entry. Provide support to staff. Assist with preparation of reports and analysis. Assist with updating resource manuals and program literature. Interface with the public as needed.

DEPARTMENT OF CITYWIDE ADMINISTRATIVE SERVICES, ASSET MANAGEMENT INTERN
New York, NY
Leslie Nusblatt
(212) 360-8212
Leslie.Nusblatt@parks.nyc.gov
Riverside Park, New York, NY 10007
The qualified candidate will work closely with the Chief Asset Management Officer and Deputy Chief Asset Management Officer to learn the business of managing real estate services as well as facilities management and construction of City-owned space. This will include interacting with client agencies on space needs, conducting site visits, writing reports, and interacting with Asset Management personnel on project schedules, staffing and emerging issues.

DEPARTMENT OF CITYWIDE ADMINISTRATIVE SERVICES, CIVIL SERVICE INTERN
Jerez Hue
(212) 669-2452
jhue@dcas.nyc.gov
1 Centre Street, New York, New York 10007
The Intern will monitor the types of calls referred to an operator by the Interactive Voice Response (IVR) System and the types of inquiries received in person at the Certification Unit reception window and via e-mail. The Intern will then categorize the data in order to identify methods to enhance the IVR system as well as computerized filing. The intern will monitor eCERTS, the electronic certification system which distributes certifications to City agencies digitally.
DEPARTMENT OF CITYWIDE ADMINISTRATIVE SERVICES, SUMMER INTERN
New York, NY
Leslie Nusblatt
(212) 360-8212
Leslie.Nusblatt@parks.nyc.gov
Riverside Park, New York, NY 10007
Summer on the Hudson in Riverside Park is responsible for programming a full 6 month season of free public programming including children’s sports, concerts, full day festivals, wellness programs and more in Riverside Park, Manhattan.

DEPARTMENT OF CITYWIDE ADMINISTRATIVE SERVICES
ADMINISTRATION/NEW MEDIA & MUNICIPAL RELATIONS, NEW MEDIA AND MUNICIPAL RELATIONS INTERN
New York, NY
Krishna Kirk
(212) 386-0214
kkirk@dcas.nyc.gov
1 Centre St., 17th Fl. South, New York, New York 10007
The intern will work closely with the Director and will have responsibilities primarily monitoring the agency social media sites and researching new opportunities in the world of social media; assisting with content development and editing of the agency newsletter; development of content for the agency intranet and internet sites; management of the agency photo gallery; and assisting with maintenance of the Green Book Online and City Record.

ENVIRONMENT AMERICA, ENVIRONMENTAL ADVOCACY INTERNSHIPS
Washington, DC, and 29 states across the country.
Monique Sullivan
Recruitment Director
Environment America
218 D Street SE, Washington DC 20003
202 683 1250
msullivan@environmentamerica.org
jobs.environmentamerica.org
Learn how to make a real impact on the decisions that affect the energy we use, the air we breathe, the water we drink and the places we love. Responsibilities vary, but you'll do some mix of: Researching critical environmental problems and preparing reports to release to the public. Coordinating and attending media events, like news conferences. Writing and publishing letters to the editor and working on news releases. Attending lobby meetings with lawmakers and other decision-makers. Working with coalition partners, like public health groups and other environmental groups. Tracking legislation or regulations on the federal or state levels. Generating public support for our campaigns, such as by collecting petitions or using social media. And you'll attend briefings and trainings to learn more about environmental issues and gain advocacy and organizing skills.
FAMILY EQUALITY COUNCIL, COMMUNITY ENGAGEMENT & PROGRAMS INTERNSHIP
Boston, MA
Andra Oshinsky, Programs Associate
Interns play a hands-on role in all Family Equality Council community programs including The Outspoken Generation, The Breakthrough Conversation Project, Pearls of Wisdom, and Parent Groups. This unpaid internship involves community outreach, development of new initiatives and educational resources to support LGBT families, event planning and execution, use of social media, etc. Successful interns thrive in a fast-paced environment and enjoy taking on big and small responsibilities. Interns will work closely with the Programs Associate to help growth of our community engagement work with a focus on West Coast programs, partnerships and events, with specific projects/goals to: Grow our current support networks for LGBT Families including youth, parents and grandparents. Choose an independent research projects a particular type of community engagement for LGBT families. Provide support for our Snap It & Send It initiative to make all forms across the country inclusive. Assist with creation of new online and print resources for our families. Provide support to LGBT parent groups, youth, and grandparents across the country. Assist with planning and execution of events (including oversight of logistics, materials, and evaluations). Assist with implementation of office systems and administrative tasks as needed.

FAMILY EQUALITY COUNCIL, COMMUNITY EVENTS & PROGRAMS INTERNSHIP
Boston, MA
Ally Kuriloff, Programs Associate
The Community Events & Programs Interns are an integral part of the Programs Team and play a hands-on role in all Family Equality Council community programs. This unpaid internship involves community outreach, event planning and execution, use of social media, fundraising, and more. Success in this position requires excellent organizational skills, the ability to problem solve independently, a team-oriented mindset, highly developed communication skills (written and verbal), superior interpersonal skills, and a commitment to social justice and fun.

FAMILY EQUALITY COUNCIL, COMMUNITY ENGAGEMENT & PROGRAMS INTERNSHIP
Boston, MA
Andra Oshinsky, Programs Associate
The Communications/New Media Intern is an integral member of Communications team. This unpaid internship involves assistance with external communications and marketing efforts as well as research of and outreach to traditional mass media and social media outlets. Success in this position requires highly developed organizational skills, the ability to problem solve independently, a team-oriented mindset, and excellent interpersonal skills.

GIRL SCOUTS OF THE GREEN AND WHITE MOUNTAINS, GIRLS ROCK THE CAPITOL INTERNSHIP
Bedford, NH
Michelle Carignan
Coordinator of Special Programs
Girl Scouts of the Green and White Mtns.
One Commerce Drive, PO Box 10832, Bedford, NH 03110-0832
603 627 4158 ext. 142
mcarignan@girlscoutsgwm.org
The Girls Rock the Capitol Legislative Internship program for the 2012-2013 school year will help her acquire the skills necessary to express her concerns to people in positions of power in hopes of moving toward positive change in our state. Girls accepted into this program will learn from the inside what
state government is all about. She will work side-by-side with a woman legislator at the state capitol on issues that will influence the future of our state. Observing full house sessions, committee meetings and hearings and participating in discussions with visiting experts in various fields are just a few of the exciting things our program offers. Interns this year met lobbyists, the Governor, Senator Ayotte, a female prosecutor, female judge and other people in various positions involved in our state government. Duties for Intern Leaders: Girl Scouts of the Green and White Mountains is currently seeking Girls Rock the Capitol volunteers. The volunteers will work closely with the Special Programs and Events team.

**GRANITE STATE PROGRESS, COMMUNICATIONS ASSOCIATE INTERNSHIP**
Concord, NH  
Caitlin Rollo, Political & Research Director  
Granite State Progress  
4 Park Street, Suite 300, Concord, NH 03301  
603-225-2471  
The Communications Associate builds connections with best messengers and coalition partners to engage them in media opportunities and ensure the collective progressive community delivers the right message at the right time in response to major political events. Identify and engage best messengers on key progressive issues. Organize rapid response communications or events to counter right-wing conservatism. Issue daily news clips and a weekly tracking calendar of legislative, third-sector and political campaign activities, distributed to progressive leaders, organization members and elected officials. Assist partner organizations with communication needs, including drafting press releases and talking points. Participate in video tracking of high-profile issue campaigns, hearings or political candidates. Lead the Communications Capacity Building project in conjunction with the Grassroots Organizing Associate.

**GRANITE STATE PROGRESS, DEVELOPMENT AND MEMBERSHIP OUTREACH ASSOCIATE INTERNSHIP**
Concord, NH  
Caitlin Rollo, Political & Research Director  
Granite State Progress  
4 Park Street, Suite 300, Concord, NH 03301  
603-225-2471  
The Development and Membership Outreach Associate will help research funding opportunities and organize social membership and fundraising events in support of Granite State Progress. Develop member communication materials and reports to build a stronger understanding of Granite State Progress campaigns and successes. Help design and coordinate special mailings to specific member groups. Conduct philanthropy research and generate reports, including preliminary grant analysis. Organize social membership and fundraising events in conjunction with lead donors and activists. Assist the director in targeted donor outreach. Brainstorm and develop concepts for annual membership and development programs.
GRANITE STATE PROGRESS, GRASSROOTS ORGANIZING ASSOCIATE INTERNSHIP
Concord, NH
Caitlin Rollo, Political & Research Director
Granite State Progress
4 Park Street, Suite 300, Concord, NH 03301
603-225-2471
The Grassroots Organizing Associate grows the membership base of Granite State Progress through one-on-one communication and opportunities to engage them in off-line activities and events. Lead specific organizing campaigns around issues such as marriage equality, tax cap gimmicks, health care reform, good jobs/good economy, etc. Organize house parties, phonebanks, letter-to-the-editor campaigns, canvasses and other traditional on-the-ground campaign tactics. Manage volunteer program, including participation by other Granite State Progress interns, staff, board members and coalition partners. Lead the Communications Capacity Building project in conjunction with the Communications Associate.

GRANITE STATE PROGRESS, ONLINE ORGANIZING ASSOCIATE INTERNSHIP
Concord, NH
Caitlin Rollo, Political & Research Director
Granite State Progress
4 Park Street, Suite 300, Concord, NH 03301
603-225-2471
The Online Organizing Associate utilizes cutting-edge online technology and creative viral marketing to reach an ever-growing audience and build support for Granite State Progress campaigns. Develop creative website pages and member action alerts. Manage Granite State Progress’ Facebook, Twitter and YouTube online organizing activities. Investigate new tech tools and viral campaigning tactics. Conduct regular outreach to targeted websites and blogs. Participate in video tracking of high-profile issue campaigns, hearings or political candidates. Handle graphics & film editing for Granite State Progress campaigns. Lead the Progressive Voter Guide project in conjunction with the Research Associate.

GRANITE STATE PROGRESS, RESEARCH ASSOCIATE INTERNSHIP
Concord, NH
Caitlin Rollo, Political & Research Director
Granite State Progress
4 Park Street, Suite 300, Concord, NH 03301
603-225-2471
The Research Associate monitors elected officials, candidates and political groups, identifying opportunities for positive and negative accountability and conducting deeper research on policy stances, voting records, campaign donations and other information as needed. Monitor and identify hot-button political issues at the local, state and federal level. Track and expose partisan misinformation and bias by the state’s conservative press pool. Assist partner organizations in research requests for candidate stances on specific issues. Uncover inconsistencies in candidate or conservative group positioning. Investigate tips from the public, particularly concerning financial records and ethics issues. Lead the Progressive Voter Guide project in conjunction with the Online Organizing Associate.
HENNIKER CHAMBER OF COMMERCE, NATURE/TOURISM INTERN  
Concord, NH  
Danesh Adhikari  
This internship will provide experience in data collection and analysis with the Town of Henniker Nature/Tourism Committee and the Henniker Chamber of Commerce evaluating the contribution of nature/tourism on Henniker’s economy. This work will build upon research conducted in winter 2009 by collaborators New England college and Plymouth State University. The primary responsibilities will focus on data analysis of already existing data and new data being collected this semester. Data analysis will be completed using SPSS and Microsoft Excel. The overall intent of the project is to identify approaches that might be used to increase tourism dollars spent in Henniker. A comparison will be completed between Henniker and other NH communities to examine how other towns optimize nature/tourism and possible opportunities for Henniker to pursue.

THE HERITAGE FOUNDATION, POLITICAL RESEARCH INTERNSHIP  
Washington, DC  
The Heritage Foundation  
Heather Sexton Pfitzenmaier, Director of Young Leaders Program  
214 Massachusetts Avenue, NE, Washington, DC 20002  
(202) 546-4400; (202) 608-6032; (202) 608-6047  
Heritage interns collaborate with our foreign and domestic policy experts in areas such as energy and the environment, the rule of law, homeland security, and health care. Heritage also offers the opportunity to work in our communications, marketing, development, external relations, coalition building and outreach, and government relations departments. Research current policy issues in our foreign and domestic policy departments. Write op-eds, blog on The Foundry, and draft papers.

INTERNATIONAL INSTITUTE OF NEW ENGLAND, CASE MANAGEMENT INTERNSHIP  
Manchester, NH  
Nasir Arush, Director  
315 Pine St. Manchester, NH  
(603) 647-1500 x109  
narush@iinh.org  
IINE is currently offering internships through its Manchester, NH office to students with demonstrated interest or experience in serving refugee, asylee and immigrant populations. Tasks include cultural and community orientation, assistance with case management (securing housing, applying for temporary financial assistance, advocating for health and social services) and community outreach.

INTERNATIONAL INSTITUTE OF NEW ENGLAND, COMMUNICATIONS AND EVENTS INTERNSHIP  
Manchester, NH  
Nasir Arush, Director  
315 Pine St. Manchester, NH  
(603) 647-1500 x109  
narush@iinh.org  
IINE is currently offering internships through its Manchester, NH office to students with demonstrated interest or experience in serving refugee, asylee and immigrant populations. Compile multimedia content for publication on social media sites. Assist in strategic planning for social media presence. Identify and research local and statewide events. Attend local events to enhance IINH presence. Coordinate promotional materials for upcoming World Refugee Day event.
INTERNATIONAL INSTITUTE OF NEW ENGLAND, DATA CONTROL INTERNSHIP
Manchester, NH
Nasir Arush, Director
315 Pine St. Manchester, NH
(603) 647-1500 x109
narush@iinh.org
IINE is currently offering internships through its Manchester, NH office to students with demonstrated interest or experience in serving refugee, asylee and immigrant populations. Tasks include performing administrative duties such as researching and compiling information, organizing information in files and databases, taking and routing calls, and assisting other departments. Help coordinate and maintain the Affidavit of Relationship (AOR) Family Reunification program. Schedule meetings, coordinate schedules and maintain departmental calendar. Provide general office support by way of answering phone calls, drafting correspondence, updating files, and maintaining office space. Participate in organization’s data collection and performance measurement and evaluation activities.

INTERNATIONAL INSTITUTE OF NEW ENGLAND, JOB TRAINING INTERNSHIP
Manchester, NH
Nasir Arush, Director
315 Pine St. Manchester, NH
(603) 647-1500 x109
narush@iinh.org
IINE is currently offering internships through its Manchester, NH office to students with demonstrated interest in serving refugee, asylee and immigrant populations. Responsibilities include preparing clients to gain credentials needed to enter employment, developing career plans and/or accessing higher education or training. Additional tasks include locating employment openings through extensive contact with employers by working closely with local businesses and industries to facilitate the placement of clients into jobs and on-the-job training opportunities. Monitor Manchester and surrounding area labor market. Solicit employers through telephone, mail and personal contact. Provide client job counseling and job coaching. Assist with educational and training programs. Maintain records as required.

INTERNATIONAL INSTITUTE OF NEW ENGLAND, RESOURCE DEVELOPMENT INTERNSHIP
Manchester, NH
Nasir Arush, Director
315 Pine St. Manchester, NH
(603) 647-1500 x109
narush@iinh.org
IINE is currently offering internships through its Manchester, NH office to students with demonstrated interest or experience in serving refugee, asylee and immigrant populations. Assist the Outreach Facilitator in creating and maintaining community partnerships. Research and compile relevant and available resources in the Greater Manchester area. Assist in the implementation and evaluation of the Refugee Mentoring Program. Help with outreach to the Manchester community. Procure, document, and distribute donations.
INTERNATIONAL INSTITUTE OF NEW ENGLAND, SCHOOL IMPACT INTERNSHIP
Manchester, NH
Nasir Arush, Director
315 Pine St. Manchester, NH
(603) 647-1500 x109
narush@iinh.org
IINE is currently offering internships through its Manchester, NH office to students with demonstrated interest or experience in serving refugee, asylee and immigrant populations. Tasks include cultural and educational orientations for refugee children, support group facilitation, and program data collection and evaluation. Coordinate with School Impact Team on program curriculum and implementation. Co-facilitate weekly in-school support groups for refugee children. Document case notes for program participants. Attend weekly program and IINH staff meetings. Register refugee children for school. Assist in various After School Program activities. Troubleshoot and problem-solve case-related issues. Commute to and from community locations, schools, and client residences. Other duties as assigned.

INTERNATIONAL TRADE RESOURCE CENTER, INTERNATIONAL BUSINESS INTERNSHIP
Concord, NH
Tina Kasim, Program Director
International Trade Resource Center
172 Pembroke Rd., Concord, NH 03301
603 271 8444
Tina.kasim@dred.state.nh.us
Internship work may include any or all of the following, depending on intern interests and the needs of the office. Research Free Trade Agreements and how they affect the State of NH. Market research on countries and industry sectors to assist NH businesses to expand exports. Participate in visits to NH businesses to promote export opportunities. Help ITRC staff update the website. Update and organize database of company information. Develop recruitment material to attract companies to seminars and events (opportunity to exercise creative communication skills). Help ITRC staff to organize and carry out export seminars and events; attend seminars and events and assist as needed (great opportunities for intern to network). Help process proposals from businesses written to obtain funds to enhance export capability.

WILBRAHAM MA DEPT. OF PUBLIC WORKS, ENGINEERING INTERNSHIP
Wilbraham, MA
Tonya Basck
413-596-2800 x280
240 Springfield St., Wilbraham, MA 01095
This internship will consist of working with the Engineering Division of the Wilbraham Department of Public Works in Wilbraham, MA. It will include working with the town departments, local residents, local organizations, and state/federal agencies on town activities such as office construction projects, drainage problems, potholes/road damage, water and sewer billing problems, septic systems, storm-water permits, traffic concerns, potable water issues, solid waste/DRC, as well as town mapping using Mass AutoCAD and GIS software.
MAINE STATE GOVERNMENT SUMMER INTERNSHIP PROGRAM
Augusta, ME
Charles Morris, Program Administrator
Maine State Government Summer Internship Program
Margaret Chase Smith Policy Center
University of Maine
5715 Coburn Hall
Orono, Me 04469-5715
207-581-4135
morris@maine.edu
www.umaine.edu/mcsc/MeSGIP.htm
There is no single description for an internship with the ME State Internship Program. Each summer, various departments will choose to sponsor an intern, so the departments and tasks will vary widely. Probably the best way to explore the possibility of a ME State Government Internship will be to go directly to their website, which again is: www.umaine.edu/mcsc/MeSGIP.htm

NH MARCH OF DIMES, PROGRAM AND ADVOCACY INTERNSHIP
Concord, NH
Karen Dennis, State Director,
NH March of Dimes
10 Ferry Street, Suite 419, Concord, NH 03301
603-228-0317
kdennis@marchofdimes.com
(603) 228-0317; (800) 287-0317
This volunteer position offers the college student the opportunity to gain valuable, hands-on experience implementing program services and assisting with advocacy activities on behalf of the March of Dimes.

NH MARCH OF DIMES, SPECIAL EVENTS & COMMUNICATIONS INTERNSHIP
Concord, NH
Karen Dennis, State Director, NH March of Dimes
10 Ferry Street, Suite 419, Concord, NH 03301
603-228-0317
kdennis@marchofdimes.com
(603) 228-0317; (800) 287-0317
This volunteer position offers the opportunity to gain valuable, hands-on public relations and marketing communications as well as special events planning and fundraising experience.
NARAL PRO-CHOICE NH (NPCNH), LEGISLATIVE INTERNSHIP
Concord, NH
Sara Crane Paraschino
NARAL Pro Choice NH
18 Low Ave., Concord, NH 03301
603 568 1921
Review NH House and Senate calendars for information related to NPCNH priority bills; alert Policy Director to actions regarding priority bills. Create and update legislative tracking spreadsheet with scheduled hearings, etc. Create and update legislator tracking database with votes on all priority bills. Organize research on bills; maintain files. Assist with preparation for legislative caucus meetings. Attend hearings and session days when priority bills are on the docket. Create and format “talking points” for different audiences – legislators, NPCNH members, and press. Skim relevant news sources for articles related to NPCNH. Update webpage, Facebook, and create email messages for NPCNH members regarding legislative work. Create phone bank materials, including scripts, for grassroots campaign. Participate in national “Days of Action”. Assist the State affiliate in connecting students to affiliate and national social media channels. Gather petition signatures and share fact sheets about key Federal and State legislation. Support millennial-focused campaigns, in particular Choice Out Loud national campaign. Provide administrative support as necessary.

NH PEACE ACTION, MOVEMENT ORGANIZATION INTERNSHIP
Concord, NH
Will Hopkin
NH Peace Action
4 Park St. Suite 210, Concord, NH 03301
(603) 228-0559
Work cooperatively with staff to obtain student and faculty contacts at all 120 NH high schools. Create a statewide peace and justice network. Create social media and listserv for the network. Set up workshops, trainings, regional meetings.

NEW HAMPSHIRE REPUBLICAN STATE COMMITTEE, CAMPAIGN INTERN
Concord, NH
Jacob Avery
NH Republican State Committee
10 Water Street, Concord, NH 03301
603.225.9341
Fax: 603.225.7498
jacob@nhgop.org
Interns will provide political, communications, and research support for the party, as well as other tasks as necessary.
NH CHILDREN’S TRUST
Marketing and Communications Intern
NH Children’s Trust
Diane Hastings, Communications Director
dhastings@nhchildrenstrust.org
Keryn Bernard-Kriegl, Executive Director
kbernardkriegl@nhchildrenstrust.org
(603) 224-1279
The student will assist with public relations efforts for the NH Children’s Trust events and programs, as well as assist with fundraising activities.

NH CENTER FOR PUBLIC POLICY STUDIES, DOUG HALL MEMORIAL SUMMER INTERNSHIP
Concord, NH
Daniel R. Barrick, Deputy Director
NH Center for Public Policy Studies
1 Eagle Square Suite 510, Concord, NH 03301
dbarrick@nhpolicy.org
Research projects that cover a wide range of policy topics that impact New Hampshire, such as education, environmental resources, infrastructure and the economy. Contribute written work to the yearly “What Is New Hampshire?” booklet, a detailed profile of NH based on accurate data, and used by policy makers and legislators in the state.

NEW HAMPSHIRE DEPARTMENT OF JUSTICE, ADMINISTRATIVE INTERNSHIP
Concord, NH
Rosemary Faretra
Rosemary.Faretra@DOJ.NH.gov
(603) 271-1234
Financial duties including paying invoices, recording receipts. Working with claims. Communication responsibilities, including answering phones. Filing and other administrative tasks.

DIVISION OF TRAVEL & TOURISM DEVELOPMENT INTERNSHIP PROGRAM
Concord, NH
Michele Cota, Marketing Specialist
P.O. Box 1856
Concord, NH 03302-1856
603-271-2665 x108
mcota@dred.state.nh.us
Internship duties may include: developing New Hampshire itineraries geared toward individual and group travel, drafting media releases, distributing these releases to the media, learning to use and update the division’s industry database and website, posting events and other items to the consumer website, performing industry-related research assignments, and assisting with various division projects. Interns will have opportunities to attend and participate in: brainstorming sessions, internal and external meetings, and attend agency partner meetings.
NEW HAMPSHIRE COALITION AGAINST DOMESTIC AND SEXUAL VIOLENCE (NHCADSV), LEGISLATIVE INTERNSHIP
Christine Bradbury, Office Coordinator
NHCADSV
P.O. Box 353, Concord, NH 03301
Christine@nhcadsv
www.nhcadsv.org
Under the supervision of the Public Policy Director, the intern will: Research issues and proposed bills; Track new legislation; Attend legislative committee meetings and other policy meetings; Prepare written and/or spoken testimony for one or two bills as appropriate (Spring Semester)

NEW HAMPSHIRE COALITION AGAINST DOMESTIC AND SEXUAL VIOLENCE (NHCADSV), RESEARCH & OUTREACH INTERNSHIP
Christine Bradbury, Office Coordinator
NHCADSV
P.O. Box 353, Concord, NH 03301
Christine@nhcadsv
www.nhcadsv.org
Under the direction of the Office Coordinator and Public Relations Coordinator, the intern will be researching, writing, and updating the Coalition's outreach and education materials including Fact Sheets and/or brochures and website. Topics of research may include the following: Domestic Violence, The Effects of Domestic Violence on Children, Sexual Assault, Stalking, Child Sexual Assault, Sexual Harassment, Sexual Harassment in the Workplace, Immigrant Women and Domestic Violence, Elder Abuse, Same Sex Domestic Violence, and Homicide related to domestic violence in New Hampshire.

NEW HAMPSHIRE POLITICAL LIBRARY, ARCHIVE/CATALOG INTERNSHIP
Concord, NH
Caroline Amport
The intern will rely primarily on the on-site archivist and program directoy for direction and for day to day instruction in the care and preservation of artifacts and documents. The college faculty sponsor will provide theoretical information and academic support. Archival duties as assigned. The intern will examine new collections, catalogue and preserve artifacts and ephemera from the history of politics in New Hampshire. In large part the intern will choose which projects to work on, thus prioritizing according to the Library’s direction.

OUT for WORK, MEDIA/PUBLIC RELATIONS INTERNSHIP
Washington, DC
1325 Massachusetts Ave. NW, 7th Floor, Suite 700, #702
Washington, DC 20005
866.571.5428
alex@outforwork.com
Media/ public relations and outreach liaison – this person will focus on communications and press done by OUT for Work through social networking sites. This person will: be responsible for maintaining the sites as well as posting articles and information about upcoming events and programs, keep in touch with our members and followers, do research to find interesting articles to promote, organize press releases about upcoming projects, publications, and events, creatively find new ways for OUT for Work to connect with list-servers, databases, and followers.
This person will maintain the up-to-date level of our databases, upload them into our online database system, maintain files and documents, while also assisting in archiving our resources, including websites, links, articles, organizations we are involved with, past conferences and programs, and more. This person will also keep past attendees in touch with OUT for Work, making them feel connected to our programs as well as other projects and assignments as needed.

**PARTICIPATORY BUDGETING PROJECT, PROGRAMMING INTERNSHIP (Master’s level)**

New York City and San Francisco Bay Area
The Participatory Budgeting Project, Inc. (PBP)
55 Washington St. Suite 724
Brooklyn, NY 11201
347-554-7357 | info@participatorybudgeting.org

Responsibilities for the program intern: conduct research and prepare content for educational and promotional materials, including info sheets, facilitation materials, participant guides, PowerPoint presentations, press releases, project proposals, and website, attend and assist at PB meetings in communities throughout New York City, including working with City Council Members and staff, community groups and city residents, and compile data and maintain program impact and contact databases.

**PROJECT VETCARE, MARKETING AND ENTREPRENEURIAL SMALL BUSINESS INTERNSHIP**

Hanover, NH
Project VetCare, Inc.
35 South Main Street, Hanover, NH
603 277 9047

The selected intern will be part of our team with a number of short term projects, the first of which is co-sponsoring a 5l/10k Run with the Tuck Veterans Organization. This will provide a great learning experience for organizing and conducting a large event. Additional projects will include some grant writing, Research on philanthropies, and local community organizing. Project VetCare "Helping Veterans Every Step of the Way (R)" is conducting a major event that will include an off-road weekend for wounded veterans in NH’s Jericho Mountain State Park and a raffle this summer.

**NH SIERRA CLUB, ENVIRONMENTAL INTERNSHIP**

Concord, NH
Catherine Corkery
Catherine.corkery@sierraclub.org
(603) 224-8222

Interns will assist with campaigns, including petition drives to collect signatures from New Hampshire residents. Campaign Assistant interns will work with organizations, student groups, and local Sierra Club members to organize petition gathering events (primarily at community and political events) while recruiting and developing local leaders.
STAY, WORK, PLAY NH, PUBLIC RELATIONS & MARKETING INTERNSHIP
Manchester, NH
Kate Luczko, Executive Director
Stay Work Play NH
36 Lowell Street, Manchester, NH
kate@stayworkplay.org
Assistance with the organization’s blog and social media (writing posts, recruiting guest, bloggers, creating content, etc.) Updating of the web-based statewide Young Professional Network event calendar (using Drupal). Documenting minutes during monthly Young Professional Network Advisory Group conference calls and other meetings, as needed. Contribution to brainstorming sessions on new partnerships and events for Stay Work Play with individuals, organizations, and higher education institutions. Assistance with event planning, as needed. Help with capturing photographs, videos, and subsequently finding ways to creatively utilize these media elements. Attendance at business events, young professional network events, and college campus events alongside the Executive Director, and also attendance at monthly Board of Directors meeting. Writing of press releases and media advisories, Undertaking research and analytical projects

STAY, WORK, PLAY NH, VIDEO PRODUCTION INTERNSHIP
Manchester, NH
Kate Luczko, Executive Director
Stay Work Play NH
36 Lowell Street, Manchester, NH
kate@stayworkplay.org
Creating videos to spotlight NH businesses, organizations, young professionals, college students, and any other relevant entities related to “staying,” “working,” or “playing” in New Hampshire. Help with capturing photographs, videos, and subsequently finding ways to creatively utilize these media elements. Assistance with the organization’s blog and social media. Contribution to brainstorming sessions on new partnerships and events for Stay Work Play with individuals, organizations, and higher education institutions. Attendance at business events, young professional network events, and college campus events alongside the Executive Director.

US ARMY CORPS OF ENGINEERS, ELM BROOK PARK INTERNSHIP
Contoocook, NH
Karen Hoey
2097 Maple St., Contoocook, NH
603-370-1064
Karen.w.hoey@usace.army.mil
Staff the Elm Brook Park Ranger Station. Assisting park visitors with questions and problems related to park operations, regulations, and/or facilities, ensuring that park visitors have a positive recreation experience. Providing formal and informal interpretive programs on a variety of topics from water safety to the flora and fauna of the park. Coordinating fee collection and picnic shelter reservations with volunteer park hosts. Monitoring park facilities for safety, quality, cleanliness, and presentation. Performing minor maintenance to park facilities and grounds. Performing other duties as assigned by work leaders and/or supervisors.
VOTE MOB, GRASSROOTS VOTER REGISTRATION INTERNSHIP
(statewide NH)
Billy Wimsatt
646 346 0248
Set up a network of youth activities in NH to register voters while highlighting progressive issues. Find, recruit, interview, hire and supervise student organizers on campuses throughout NH. Set up organizers with Vote Mob gear. Work to register, inform, and get voters to the polls. Keep in touch with other national/regional organizers through weekly conference calls. Create local progressive ballot guides. Plan “trick” or voting events on campus. Develop election day strategies and organize “party at the poll” events. Organize post-election brunches.