

POLICY INTERN

Location: Silver Spring, MD (hybrid)

Supervisor: Policy Manager

Status: Part Time

Who We Are

The [National Marine Sanctuary Foundation](#), a 501(c)3 non-profit organization that supports projects across the National Marine Sanctuary System, a network of nationally significant protected areas in our ocean, coasts, and Great Lakes. This system is comprised of 15 marine sanctuaries and 2 marine monuments and spans more than 620,000 square miles across the waters of the United States, from the South Pacific to the North Atlantic. Sanctuaries provide habitat for endangered, threatened, and rare species; preserve historic shipwrecks; and protect sacred cultural seascapes. They are frontiers for education and research, serving as outdoor classrooms for students of all ages to enjoy tide pools and trails of sunken vessels. They are living laboratories for scientists to understand and better protect marine environments. And they offer opportunities for visitors to dive through kelp forests, surf along scenic coastlines, and observe extraordinary sea life, from otters to orcas. The National Marine Sanctuary Foundation is a leading voice for these U.S. protected waters. We work in partnership with communities and the National Oceanic and Atmospheric Administration (NOAA) to support on-the-water conservation projects, education and public outreach, and research to help conserve our waters, for the good of the world and everything in it.

The National Marine Sanctuary Foundation is committed to a culture of inclusion, equity, and belonging. We honor experiences, perspectives, and unique identities, and welcome the contributions that you can bring to the dedicated team. With a diverse team of employees and interns, we can grow and learn better together and achieve our mission to protect the health of the ocean, coasts and Great Lakes for current and future generations.

What You'll Do

The intern's primary responsibility will be to assist the Foundation's Policy Manager and Senior Vice President of External Affairs with ongoing programs designed to achieve the goals listed below.

Legislative Goals:

- Maintain and increase sanctuaries budget and appropriations levels
- Enlarge, expand and strengthen the National Marine Sanctuary System, including new designations, expansions, and nominations
- Engage on legislation and regulatory actions directly affecting sanctuaries
- Plan for and execute a national sanctuary fly-in with local sanctuary constituents
- Connect local sanctuary leaders to their federal elected officials
- Improve the visibility, credibility, and leadership of the Foundation to key decision makers in support of national marine sanctuaries

Education and Outreach Goals:

- Increase membership of the National Marine Sanctuary Caucus
- Support communities interested in nominating and designating new sanctuaries
- Arrange briefings and meetings promoting sanctuary-related issues and success stories
- Create and promote communications materials and products

Activities: Tasks associated with fulfilling these goals are likely to include researching and analyzing sanctuary-related policies and issues, generating target lists for Congressional and partner engagement, developing and executing an outreach strategy, drafting letters and other communications materials, and planning briefings and meetings with Members of Congress and Congressional Committees, the Administration, and partner entities.

Who You Are

Required Qualifications:

- Bachelor's degree
- Exceptional writing and analytical skills
- Experience creating communications materials
- Ability to perform under tight deadlines
- Demonstrated initiative, ability to work both independently and with others
- Attention to detail and highly organized
- Ability to work quickly and prioritize multiple projects
- Familiarity with a range of software, including Microsoft Word, Excel, PowerPoint

Preferred Qualifications:

- Master's degree or near completion
- Experience working with the Administration, the Hill, and/or marine and/or environmental organizations

How to Apply

Please complete the form application using the following link:

<https://form.asana.com/?k=ncUvrv4wEI3yAualdkamcA&d=1132613391873929>.

Time Commitment and Stipend Amount

Interns are expected to work 21-30 hours per week and will receive a monthly stipend of \$1,000-\$1,400 or \$1,400-\$1,800 if they possess a graduate degree. Interns may also receive course credit in this option is available through their school. A laptop can be provided if needed. Please note this is a hybrid position and will require working in our Silver Spring, MD office 1-2 days a week.

The National Marine Sanctuary Foundation is an equal opportunity employer committed to diversity and inclusion in the workplace. We prohibit discrimination and harassment of any kind based on race, color, sex, religion, sexual orientation, national origin, disability, genetic information, pregnancy, or any other protected characteristic as outlined by federal, state, or local laws. This commitment applies to all employment practices within our organization, including hiring, recruiting, promotion, termination, layoff, recall, leave of absence, compensation, benefits, and training. The Foundation makes hiring decisions based solely on qualifications, merit, and business needs at the time.