



The Office of the City Council President Legislative Affairs Team is seeking a dedicated, passionate undergraduate student to serve as the Community Outreach Intern during the Spring 2022 semester.

### **Duties**

The Community Outreach Intern will:

- Assist the Legislative Team with community outreach and organizing, including
  - o Corresponding with constituents via phone and email,
  - o Attending community events and meetings\*, and
  - o Meeting with stakeholders and other advocates\*
- Draft testimony for state and local bills,
- Engage in legislative research,
- Attend legislative briefings and hearings\*, and
- Perform other duties as needed by the Office of the City Council President.
- The Intern will work with their supervisor to develop a final work product related to the Intern's professional goals.
- Time will be granted for candidates to seek professional development opportunities from other departments if they so choose, including but not limited to shadowing, observation, and informational interviews.

*\*This internship will be entirely virtual, with the option to attend in-person meetings and events if fully vaccinated at the Intern's discretion*

### **Preferred Qualifications**

- A demonstrated interest in public policy, advocacy, constituent services, housing equity, and/or community organizing,
- Experience working in economically and racially diverse communities in Baltimore City,
- Experience in research or analysis, particularly as it relates to housing equity or legislative matters,
- The ability to prioritize tasks in a fast-paced environment, and
- A demonstrated commitment to utilize a racial equity framework

### **Compensation**

The Community Outreach Intern will be expected to work a minimum of 10 hours/week and a maximum of 20 hours/week. This position pays \$20/hr. The Legislative Affairs Team will work with the chosen candidate to develop a schedule that accommodates all parties.

Please submit a resume and cover letter to [lucy.font@baltimorecity.gov](mailto:lucy.font@baltimorecity.gov) by February 4, 2022.