

Policy and Legislative Outreach Intern

Overview: The Utah Developmental Disabilities Council is looking for an individual to assist our staff with research, communications, and drafting written materials to support our legislative and policy outreach efforts.

This internship is paid at \$14 an hour, approximately 15 hours a week for up to 15 weeks, October through February. Hours are flexible. *Note: This position is remote, with a few in-person meetings between staff*

The Utah Developmental Disabilities Council advocates, works to build capacity, and encourages systems change to support people with disabilities and their families to fully and independently participate in their communities. For almost 50 years, the Council has worked to inform legislators and policymakers on the impacts of policy on our community, and we work to build relationships and consensus between groups in the disability community.

Responsibilities:

- Conduct research and track and analyze legislation on disability policy using existing network resources, coalitions, and individuals focusing on policy within the state of Utah.
- Draft emails and oversee logistics of meetings with local lawmakers to discuss policy, official Council positions, and to support our programmatic efforts.
- Meet regularly with Council staff and managers. Occasionally attend meetings with policymakers, legislative coalitions, or attend interim sessions as needed.

Qualifications: Individual must have good communication and writing skills, be self-motivated, and ability to work independently. Individuals living with a disability or those who are active in the disability community are encouraged to apply. Preference may be given to current students or recent graduates, especially in political science or communications or other relevant educational programs. Experience in disability policy is not required, but cultural sensitivity will be expected of the selected candidate.

To apply, send a resume and a cover letter to apincehyder@utah.gov.

Applications close October 10, 2021. Applicants needing special accommodations or support to complete this application should email uddc@utah.gov with their accommodation request.