

# **Bay Area Policy Internship Program California Youth Connection Statewide Office, San Francisco**

## **Internship Program Overview**

As a Policy Intern at CYC, you'll join a diverse group of individuals from a variety of schools and areas of study for the program. Some highlights of our internship program include:

- Training to provide quality policy organizing technical assistance to youth
- Developing leadership and career-building skills unique to foster care policy reform as well as skills that transfer to a wide-range of other job sectors
- Opportunity to work independently and as part of a dynamic team in a highly visible and fast-paced non-profit organization

## **Criteria for Interns**

- Current or former foster youth currently pursuing a higher education degree in the Bay Area
- Strong interest in developing leadership and public speaking skills
- Comfortable in groups
- Ability to travel to Bay Area chapters (expenses paid by CYC)

## **Project Description**

Chapter Local Policy Issue Project

Each intern will be responsible for providing technical assistance to one Bay Area chapter as well as additional duties to support the work of California Youth Connection.

Since CYC was established, countless important foster care policies have been developed and implemented on a county level through the organizing efforts of our chapters. CYC Outreach and Policy Coordinators make every effort to provide quality, ongoing, and comprehensive technical assistance tailored to the unique culture of each chapter. However, with only two staff offering this level of support in the Bay Area, chapters need increased guidance to ensure members and supporters have the tools and resources necessary to move local issue policy campaigns forward. With the assistance of interns, the capacity of CYC's support to Bay Area chapters will be expanded and enable chapters to develop and carry out more effective local policy issue campaigns.

## **Project activities will include:**

- Working out of Statewide Office in San Francisco 1-2 days a week
- Attending bi-weekly evening chapter meetings
- Working with Policy Coordinator to support local policy/issue work of chapters
- Facilitating activities at chapter meetings
- Coordinating local policy sub-committee work
- Performing reminder calls/emails to chapter members and supporters
- Performing administrative tasks such as typing and distributing chapter agendas and meeting notes
- Participating in weekly check-ins with Policy Coordinator

**Location:** CYC Statewide Office, San Francisco, CA

Internship Duration: Full academic year preferred

Stipend: \$3,500 for a full school year

## **How to Apply:**

Please forward resume and cover letter to Special Projects Coordinator Jude Koski at [jude@calyouthconn.org](mailto:jude@calyouthconn.org) or call him at 415-442-5060 x18

