



Please join our Mercer Council professional team as an intern! We are a passionate group that is focused on assisting our community with prevention education, clinical intervention, and harm reduction. The Mercer Council team are all trained and/or certified in evidence-based prevention and early intervention programs. Our team members come from diverse career backgrounds as teachers, social workers, case managers, public health educators, certified prevention specialists, and/or licensed mental health professionals. Our core values include integrity, teamwork, empathy, accountability, relevance, and commitment - to those we serve and to one another.

Please note that this position is currently an unpaid internship position with flexible hours.

Position Title: Legislative Aide Intern/Externship

Reports to: Executive Director

Core Responsibilities:

- Conduct meta-analysis and create informational reports with examination of quantitative and qualitative data from many independent studies of the same subject, to determine overall substance use and mental health trends.
- Research Federal/State agency mission-related legislation and track the legislation. Creating a tracking system and writing briefings to be shared with agency staff.
- Monitor and track, regulation changes and other local, state, and national trends that impact the work of the agency. Write briefings to share with agency staff.
- Create standard operating procedures for the position to include methods used and an inventory of online resources for future legislative interns to follow.

Qualifications:

- Must pass a background check as part of the onboarding process with Mercer Council
- Must have a Valid Driver's License with reliable transportation
- Students pursuing college or graduate degrees are encouraged to apply
- Knowledge of the legislative process or public policy process is a plus
- Ability to work independently, provide updates, and provide briefings promptly

Application Process: To apply for this position, please submit a resume, short cover letter, and Mercer Council job application to jobs@mercercouncil.org with your name and the Position Title in the subject line.