



STATE INNOVATION EXCHANGE

2019 Summer Internships in Denver, CO with the State Innovation Exchange (SiX) Undergraduates and Graduate-level Positions Available

Interested in progressive policy? In state legislatures? In helping build a lasting piece of the progressive infrastructure? The State Innovation Exchange (SiX) is seeking progressive undergraduate students, graduate students, and recent graduates for summer internships in Denver, Colorado.

About SiX:

The State Innovation Exchange (SiX) is a resource and strategy center that supports state legislators in advancing and defending progressive policies across the country. We have a long-term vision of building progressive power and infrastructure at the state level. SiX works to empower legislators with top-notch research, training, policy expertise, communications support, political strategy and a space to network and share ideas. Together, we are working to advance and defend policies that support working families, protect the environment, promote civil rights and strengthen our democracy.

About the Internship:

An internship with SiX will provide a unique opportunity to be a part of a growing progressive organization. All interns will assist the SiX staff in many aspects of the organization's operation, including: external communications, research, outreach, database management, and more. Graduate-level interns can expect to work more closely with SiX's research team on legislative research requests, publications, and legislative bill tracking. From the experience, interns can expect to gain a better understanding of state government, a wide range of state-level policy, and the larger progressive infrastructure on both the state and national level.

Requirements of applicants:

- Outstanding attention to detail
- Proficiency in Microsoft Excel and Word
- Excellent written and verbal communication skills
- Ability to self-direct
- Deeply-held support of public policies that support working families, democratic openness, civil rights, and environmental sustainability.
- Ability to work in downtown Denver (near Union Station)

Desired skills:

- Familiarity with state government, the legislative process, and progressive public policy
- Experience working with databases or CRMs
- Experience with social media (experience with graphic content creation and video editing is a plus)
- Graduate-level applicants: experience researching and summarizing policy issues and evaluating public policy

Compensation and Workload:

Undergraduate-level interns will receive \$15/hour; graduate-level will receive \$18/hour. Interns are expected to work between 15-20 hours per week throughout the summer within normal business hours of 9am to 5pm, M-F. SiX can also cover a monthly RTD pass to cover transit to and from the office.

Process:

SiX will begin hiring for these positions starting immediately and on a rolling basis until filled. Applicants should submit a one-page cover letter, resume, and contact information for two professional references to jobs@stateinnovation.org with the subject line "2019 Summer Internship Application."