



# THE WILDLIFE SOCIETY

Leaders in Wildlife Science, Management and Conservation

## Joe Burns Memorial Wildlife Policy Internship Program

The Wildlife Society (TWS) has an opening for a paid wildlife policy intern with an interest in federal natural resource policy issues. This will be a six month appointment running from mid July– late December 2021.

**DUTIES:** The wildlife policy intern will be an integral part of TWS' Government Affairs program. This program works to ensure that 1) TWS' members are informed of policy issues and the impact policies have on their work in wildlife conservation, 2) policies empower, enable, and assist wildlife professionals in their work of wildlife conservation and management, and 3) wildlife science is the foundation upon which wildlife-related policy decisions are made. Interns are responsible for:

- Researching and tracking wildlife conservation and management policy issues
- Preparing background information for use in testimony, letters, and comments
- Creating and updating policy-related TWS and coalition content (Fact Sheets, Webpages, Policy Briefs, etc.)
- Writing articles focused on wildlife policies and their effects
- Representing TWS at coalition meetings and supporting coalition activities
- Engaging in legislative hearings and agency briefings

**POSITION:** This internship is a full-time, six-month, paid position, with a stipend of \$2,000 per month. The internship will be taking place remotely, with the option for a DC-based opportunity dependent on the reopening schedule of the TWS office complex and the intern's comfort in relocating. No in-person work will be required for this internship term. Intern is responsible for own housing and insurance.

**QUALIFICATIONS:** Preference will be given to applicants who have completed a degree in wildlife management, wildlife biology, or related natural resource or policy degrees. Applicants should have excellent writing and communication skills, the ability to work independently for long periods, and show initiative in taking on new tasks. Membership and/or previous involvement with The Wildlife Society and knowledge of the federal policy process are beneficial, but not required.

**COLLEGE CREDIT:** This internship is an excellent educational opportunity to learn about wildlife and natural resource policy and the management and engagement of non-profit organizations in the policy arena. The Wildlife Society will cooperate with universities and colleges that offer credit for internship programs; however, students must make all arrangements for receiving academic credit with their institution.

**TO APPLY:** Submit a cover letter, resume, contact information (email/phone/address/title) for two references, a college transcript (unofficial or official), your dates of availability, and a writing sample of ≤500 words that provides an overview and analysis of a specific wildlife policy issue of interest to you (e.g. legislation, agency rule, etc.). If possible, please submit all documents as one PDF. Finalists will be interviewed via video conferencing.

***Applications must be submitted by 20 June 2021.***

**Send completed applications via email (hard copies not accepted) to:**

Caroline Murphy, AWB®, Government Relations Manager  
cmurphy@wildlife.org, 301.897.9770 ext. 308

*The program is named in honor of one of The Wildlife Society's first policy interns, Joe Burns. Joe devoted his career to federal service, and spent over 20 years working on behalf of conservation programming within the U.S. Forest Service. Joe was an extremely active proponent of TWS' policy program, and was selfless in his mentorship of new professionals looking to engage in the profession.*