Title: Global Energy Institute Intern

Department: Global Energy Institute

Department Description:
The U.S. Chamber's Global Energy Institute is working to unify policymakers, regulators, business leaders, and the American public behind a commonsense energy strategy to help keep America secure, prosperous, and clean. Through policy development, education, and advocacy, the Institute is building support for meaningful action at the local, state, national, and international levels. The Global Energy Institute partners with state and local chambers nationally on initiatives to inform public official, business leaders, and the public on current energy issues. For more information on the Global Energy Institute, visit https://www.globalenergyinstitute.org/.

Job Responsibilities:

- policy research including drafting letters and other materials;
- marketing and communications including energy news clips;
- report production and design;
- assist with website maintenance and digital media outreach;
- event planning and support;
- track proposed legislation in Congress and attend hearings on Capitol Hill.

Qualifications:
Outstanding written and oral communications skills are essential. Working knowledge of Microsoft Office and internet research skills are required. Candidates should be hard-working and solution-oriented self-starters who work well on a team.

We recruit, employ, train, compensate, and promote without regard to race, color, religion, sex, sexual orientation, gender identity or expression, national origin, age, disability, marital status, status as a protected veteran, genetic information, or any other characteristic protected by federal, state, or local law. Our talent acquisition and employment policies are inclusive. We respect both the spirit and letter of the laws of equal employment opportunity.