



## **Innovation Ohio//Innovation Ohio Education Fund: Junior Fellowship Program (Fall 2022)**

Innovation Ohio//Innovation Ohio Education Fund (IO//IOEF) is launching a Junior Fellowship program for a cohort of 2-3 young, diverse, and passionate progressive leaders across the state of Ohio for Fall 2022, as early as September. Fellows will have the opportunity to serve in a cohort of peers to learn hands-on experience about how non-profits, elected officials, and advocacy groups work together to enact change at the local, state, and national level.

Through this program, Fellows will also gain valuable knowledge on how the legislative process works at the Ohio General Assembly and in Congress. It will provide ample opportunities to directly interact with elected officials, advocates, and policy thought leaders in Ohio. Fellows will serve as ambassadors for the mission and vision of Innovation Ohio//Innovation Ohio Education Fund, as well as supporting initiatives of our organizations including the Women's Public Policy Network (WPPN), and they will play a key role in helping the organization fulfill its commitment to building an Ohio that works for everyone.

### **About the Position:**

Under the supervision of IO//IOEF staff, the Fellows will complete the following tasks throughout the course of the program:

- Conduct research on policy opportunities that support the economic opportunity, health, and rights of Ohioans
- Support the development and advancement of policy priorities and campaigns
- Support the Women's Public Policy Network programming for planning, implementing, and following up with monthly meetings and working groups
- Draft and respond to sign-on letters and other calls to action relevant to the work of IO//IOEF and our WPPN affiliate
- Provide expert guidance on policy development and research
- Support policy maker education (i.e. reports, legislative briefings, meetings, etc.)
- Fulfill other tasks as needed that align with the mission and vision of the organization

### **Program Deliverables:**

Throughout the course of the program, Fellows will be tasked with a wide variety of deliverables, outlined below, performed in consultation with IO/IOEF staff (primarily Ambur Smith, program lead). Staff will provide support to accomplish these tasks as needed, however, these projects will be largely self-driven by Fellows in terms of the issue scope and broad timeline of delivering the different components of the work.

- (3) Blog Posts
- (1) Op-Ed
- (3) Policy Issue Briefs
- (1) Virtual Event (Facebook Live Conversation, Legislative Briefing on a topic, etc.)
- (5) Digital assets

**Qualifications and Requirements:**

- Experience working on Ohio policy, politics, and/or systems change (research, analysis, development of campaigns, etc.)
- Experience working with diverse network membership (in terms of ethnicity, race, gender identity, age, sector, etc.)
- Proficient in use of MS office and Google Suite technologies (including Google Meet video conferencing)
- Detail oriented, good judgement and decision-making skills
- Ability to prioritize multiple projects and work independently (as this is a virtual position)
- Excellent written and oral communications skills
- Ability to do research and distill it down into a concise, intuitive narrative
- Dependability, commitment to the work and passion for social justice, gender equity, and racial equity

**Position Type:** Junior Fellowship

**Salary Level:** Unpaid, College/University Credit Available if Applicable

**Approximate Hours Per Week:** 7 – 20 hours, flexible

**Duration:** September - December (opportunity to extend the program if desired)

**Location:** Remote/virtual, This is a virtual position so all applicants must have the technology and capacity to work remotely

**To apply:** Email your application to Ambur Smith at [smith@innovationohio.org](mailto:smith@innovationohio.org) with your resume, cover letter, and 1-2 writing samples. Applications will be accepted on a rolling basis.

*Innovation Ohio seeks to build and support a diverse staff; we seek to foster the leadership and elevate the voices of women, young people, people of color, Native people, immigrants and refugees, low-income people, LGBTQ+ people, transgender, gender non-conforming, and non-binary people, people with disabilities, and people living in the many intersections of these experiences. We strongly encourage people from these communities to apply.*

**About Innovation Ohio:**

Innovation Ohio is a 501c(4) organization that blends progressive public policy analysis and hard-hitting research with a determination to drive this information into the hands of citizens, policymakers, the media, and our allies to help influence policy decisions and shape public opinion. We push back on extremist statehouse policies that hurt working families and take our state in the wrong direction. Working with local leaders, we help push forward progressive policy solutions that improve our economy and strengthen working and middle-class families.

**About Innovation Ohio Education Fund:**

Innovation Ohio Education Fund is a nonpartisan 501c(3) organization dedicated to promoting public policy that moves Ohio ahead, without leaving some of its people behind. We advocate for policies that strengthen working people, protect the less advantaged, and equalize opportunity for all Ohioans, no exceptions.

**About the Ohio Women's Public Policy Network:**

The Ohio Women's Public Policy Network is a coalition unlike any other group in the state. Formed in 2015 as a program of the Innovation Ohio Education Fund, we bring together nearly 40 organizations and counting to collaboratively advocate for public policies that build economic opportunity for women and families. We are united by a shared vision for Ohio in which all women – particularly women of color and other marginalized women – have the resources to thrive and opportunity to lead economically secure, safe, and healthy lives.

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## **Innovation Ohio//Innovation Ohio Education Fund: Internship Program (Fall 2021)**

Innovation Ohio//Innovation Ohio Education Fund (IO//IOEF) is seeking 3-5 interns for fall 2021, beginning as early as September. This role will assist our efforts to build support for local, state, and federal level public policy solutions that promote economic equity for working families, especially a strong democracy, access to affordable health care, and gender and racial justice.

This is a great opportunity to work at a progressive policy and advocacy organization, supporting their efforts to advance public policy that builds economic opportunity and health equity for women and families. Interns will help Innovation Ohio staff do legislative research, draft memoranda, attend legislative sessions and hearings, and contribute to projects. They will also provide policy and programming support for IO//IOEF affiliate initiatives, including the Women's Public Policy Network.

### **Projects / Learning Outcomes:**

Interns will learn how nonprofits, elected officials, and advocacy groups work together to enact change at the local, state, and national level. The intern will also gain valuable knowledge on how the legislative process works in Ohio. The cohort of interns will help conduct legislative research, draft memoranda, and contribute to other projects, and will be responsible for a legislative accountability research program.

### **Responsibilities:**

- Help draft, edit, and produce policy briefings, reports, blogs, and other written materials
- Monitor and track the progress of priority legislation at the Statehouse and Congress
- Track and record votes from this General Assembly
- Assist with electoral research projects
- Support the creation of weekly newsletters for IO and WPPN
- Attend (virtual) rallies, press conferences, and other events

### **Qualifications and Expectations:**

- General knowledge of politics and policy, especially at the state level in Ohio
- Proficient in use of Microsoft Office and Google Suite technologies (including Google Meet video conferencing)
- Ability to prioritize multiple projects and work independently
- Ability to do research and distill it into a concise, intuitive narrative
- Demonstrates a high standard of ethics and professionalism

- Reliable access to a computer and the internet and the ability to dial-in to remote meetings
- Dependability, commitment to the work and passion for social justice, gender equity, and racial equity

**Desired Major(s):** Students of Political Science, Public Policy, Public Administration, Economics, Communications, Women's, Gender and Sexuality Studies, or majors in other related fields are encouraged to apply.

**Salary Level:** Unpaid, College/University Credit Available if Applicable

**Approximate Hours Per Week:** 10 – 20 hours, flexible

**Duration:** September 2022 - December 2022

**Location:** Remote/virtual, This is a virtual position so all applicants must have the capacity to work remotely

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