



**Economy  
League**

GREATER  
PHILADELPHIA

## Public Policy & Events Internship – Summer 2018

### Organizational Overview

The Economy League of Greater Philadelphia brings together leaders and organizations across all sectors to address the most challenging issues facing the Greater Philadelphia region. Built on our historic foundation of independent, high-quality analysis and practical insight, we spark new ideas, develop strategies, and galvanize action to make Greater Philadelphia globally competitive. To learn more, visit [www.economyleague.org](http://www.economyleague.org).

### Position Details

The Public Policy & Events Intern will support the Economy League on a variety of projects and initiatives. This is a full-time summer position (mid-May to August) with the option of continuing part-time into the fall. A stipend is provided. Duties will include:

- Provide assistance in planning and executing 3-day conference for Greater Philadelphia business and civic leaders (<http://economyleague.org/connecting-leaders/gplex>). Help develop conference content and materials and assist with logistical and administrative tasks preparing for the 2018 conference in Seattle.
- Research public policy issues and best practices on a variety of topics including economic development, education policy, and workforce development.
- Drafting reports on research conducted for both internal use and publication.
- Administrative and other duties, as assigned.

### Qualifications

- Strong written and oral communication skills;
- Creativity, self-motivation and willingness to ask questions;
- Effective interpersonal skills, team player;
- Interest in public policy, state and local government, and the economy.
- Undergraduate upperclassmen and graduate students preferred.

### To Apply

Please email a cover letter and resume to [interns@economyleague.org](mailto:interns@economyleague.org).

---

***No phone calls please. Only candidates invited to interview will be contacted.***