



2019 Legislative Internship Proposal

The Maryland Hospital Association's Government Affairs Department is seeking an intern for the 2019 legislative session. MHA is the advocate for Maryland's hospitals, health systems, communities, and patients before legislative and regulatory bodies. <http://www.mhaonline.org/>

Point of Contact:

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Legislative Aide

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Legislative Internship Position Information:

The Government Affairs team is seeking an intern to work for academic credit during Maryland's legislative session from January 7 to April 8, 2019. The intern will be expected to work for 12 hours each week, Tuesday through Thursday, for four hours each day. Although arrangements can be made to accommodate the student's class schedule. This internship is solely for the educational benefit of the intern. There is no guarantee or expectation that this internship will result in employment with the Maryland Hospital Association.

A student pursuing studies in the following fields will be best positioned to benefit from this internship experience: Political Science, Communication, Public Health, Public Administration and/or Public Policy. Students interested in learning more about the state legislative process and how health policy is developed are strongly encouraged to apply. **Applicants are required to submit a resume and cover letter to the email address provided above.**

Mentoring and shadowing opportunities will be available as the intern works with the four lobbyists on the Government Affairs team. Each lobbyist is responsible for a portfolio of issues spanning the healthcare field. The intern will have opportunities to accompany members of the team to meetings, briefings, hearings and floor sessions. Depending on the intern's interests, there may be opportunities to monitor issue-specific legislation as appropriate. Each legislative session has its own unique dynamics. For example, last session due to changes to the Affordable Care Act at the federal level, there was a significant bipartisan effort to stabilize the state's insurance marketplace and provide a pathway for the state to apply for a special federal waiver. An intern interested in healthcare reform would have been encouraged to accompany the lead lobbyist to the bill hearings, stakeholder meetings and assist in researching this issue.

During the fast-paced, 90 days session, MHA monitors hundreds of healthcare related bills, testifying before the committees of jurisdiction on behalf of hospital members across the state. The intern will be responsible for assisting with the following:

- Bill tracking utilizing an online database

- Conducting background research on emerging issues
- Monitoring social media accounts of target legislators and members of the Administration on key issues
- Compiling a directory of members and staff on the committees of jurisdiction, especially newly elected members
- Attending briefings and hearings and providing detailed notes to the team
- Assisting in administrative tasks such as answering incoming phone calls or calling legislative offices on an as needed basis.

The ideal intern will be a serious student who is eager to learn about the legislative process. The intern should be committed and fully engaged in their work. The intern should be familiar with Microsoft programs, have attention for detail and work within a dynamic environment. Applicants will need to conduct themselves professionally and be attentive to time management skills. Applicants with strong skills in research, writing and analysis will be highly considered. Additionally, previous work experience that shows an ability to work well with others and examples of initiative, motivation and enthusiasm should be mentioned in essays and interviews.

Posting date and expiration date for posting: This position will expire by mid-December.

Is this an annually recurring job? No

Location: 47 State Circle, Suite 302, Annapolis, MD

Salary Level: This internship is for academic credit only.

Type of compensation (Stipend, Hourly, Transportation): None provided. Free parking is available at the Naval Academy. A shuttle bus provides transportation to State Circle.

Desired start date: January 7, 2019

Duration of internship: January 7 – April 8, 2019

Approximate hours per week: The intern is expected to work 12 hours per week, ideally Tuesday through Friday. Although arrangements can be made to accommodate the student's class schedule.

Desired majors: Political Science, Communication, Public Health, Public Administration and/or Public Policy

Desired work authorization: N/A; MHA is an equal opportunity employer that does not discriminate based on race, age, gender, sexuality, religion, citizenship status, creed or national origin.

Desired class level: (Current student, Graduate, Alumni): Current student