



Internship Opportunity: California Health Reform Initiative

Convergence Center for Policy Resolution seeks an **Intern** to support the ongoing work of Convergence's first public policy project in California, the California Health Reform Initiative ("CHRI"). We are most interested in individuals with interest in, knowledge of, and experience with, health care policy, especially including the health care delivery systems, the related debate in California on health care financing, Covered California, Medi-Cal, and the active discussion regarding a single payer approach. CHRI has brought together state-wide health care leaders and stakeholders through four convenings so far, and is fostering effective dialogue among those stakeholders. Interns majoring in, or having graduated in, public health or public policy or a political science/public policy graduate student with a significant background in public health are preferred. See more [here](#).

The Project Intern will have the opportunity to contribute in the following ways:

- Perform substantive research and analysis on relevant health care reform policy issues.
- Draft briefing notes and reports for the Project Director and team, as well as for stakeholders.
- Provide support for internal and external meetings; including preparing materials, logistics management (teleconference, video conference, reservations, etc.), and note-taking.
- Provide administrative support to the Project Director and team, including scheduling, document management, logistics, and coordination with Washington, DC-based staff.

The experience at Convergence will:

- Cultivate a deep knowledge of California health care reform policy.
- Provide exposure to senior health care leaders and to policy-making at the state level.
- Provide experience in coordinating meetings with high-level policymakers, analysts, and others.
- Provide opportunities to attend roundtable discussions and video/audioconferences to listen and learn.
- Cultivate a deeper awareness of self, skills, and interests.
- Educate about the process of consensus building.

Applicants should:

- Be pursuing or have a graduate or under-graduate degree in Public Health, Public Policy, Political Science, or a related degree.
- Have knowledge of, and preferably experience with, health care policy issues.
- Have excellent research and analytical skills.
- Possess strong administrative and logistical skills.
- Demonstrate flexibility and the ability to complete multiple tasks with overlapping

deadlines.

- Show initiative and responsibility for work assignments.
- Possess creative problem-solving skills
- Work well independently and with a team.
- Have superb written and verbal communications skills, including a strong command of written and spoken English.
- Be highly accurate and precise and pay attention to detail.
- Have excellent interpersonal skills.
- Be proficient with Word, Excel, and PowerPoint.

Compensation/Timing: The internship is part-time, 20 hours per week, and pays the hourly minimum wage where the intern is located. The intern is welcome to spend additional time observing our work, such as listening to stakeholder interviews and attending meetings.

Start date is immediate. Preference will be given to applicants with the flexibility to continue through the 2019-2020 academic year.

Location: San Francisco Bay Area - Intern will confer at least once each week with the CHRI team and with Project Director Vicki Veenker via video conference or in person when team members are in Palo Alto.

To apply, please send a resume, cover letter, and writing sample to CAintern@convergencepolicy.org with the **subject line “California Health Reform Initiative Internship Application.”** No phone calls please.

About Convergence:

Convergence Center for Policy Resolution – www.convergencepolicy.org - is an established, independent, 501(c)(3) non-profit organization focused on solving major national challenges through collaboration. We bring deep knowledge of policy and process, and work with leaders and doers to move past divergent views and identify workable solutions to seemingly intractable issues. The results of our projects include: breakthroughs in relationships and sustained collaboration among diverse stakeholder groups, bipartisan legislation, public-private partnerships, public education and awareness campaigns, and changes in research and philanthropic priorities.