



2016 Health Center Advocacy Internship June- August 2016

Who We Are: Planned Parenthood Pennsylvania Advocates and Association (PPPA) is one of 21 state public affairs offices of Planned Parenthood Federation of America. PPPA staff coordinate political and issue education efforts with public affairs staff at Pennsylvania's Planned Parenthood affiliates who serve over 100,000 patients a year. Our goal is to ensure legislative, issue, and political advocacy efforts are integrated into a coordinated statewide strategy.

The Health Center Advocacy Program (HCAP) Inside health centers, volunteers and staff educate patients about the political world in which the services they are receiving exist. Outside the health centers, volunteers and staff disseminate information about our health services to the surrounding communities.

Requirements

- Commitment to reproductive health and rights for all Pennsylvanians, and to Planned Parenthood's mission
- Willingness to participate actively in all planned community or grassroots outreach events, such as phone banking, door-to-door and crowd canvassing
- Outgoing team player, independent worker, who is well organized and who can self-motivate
- Desire to engage underrepresented populations and Planned Parenthood patients through community engagement and grassroots organizing tactics
- Commit to ten hours a week in an administrative office and/or health center
- Maintain a regular, but flexible, schedule with hours that suit both the intern and the office staff
- Access to a car; willingness to navigate public transportation a must
- Possess computer skills, including data entry; attention to detail
- Positive attitude with exceptional teamwork and strong interpersonal skills

Job Description: Applicants must have a strong, demonstrated commitment to reproductive freedom and family planning services. Familiarity and proficiency with Microsoft Excel, Microsoft Word, and GoogleDocs is necessary. The successful candidate will be responsible for the following tasks and others as assigned for the duration of the internship:

- Implement and cultivate affiliate's Health Center Advocacy Program (HCAP) in the following ways:
 - Create and set up advocacy stations in health centers
 - Train and support health center staff in Health Center Advocacy best practices
 - Organize and participate in "Healthy Neighborhood" canvasses to drive patients to health centers
- Collect and enter data from postcards and petitions
- Serve as a liaison between designated public affairs staff and health center staff
- Participate in bi-weekly or monthly check-in calls with statewide organizers
- Complete office related tasks
- Assist the office staff with day to day operations as appropriate
- Collect, share, and utilize patient experiences and stories to build supporter base
- Participate in voter registration efforts in health centers and within the local community.

This internship requires a commitment of 15-20 hours per week, and stipends are available for a limited number of positions. We strongly encourage People of Color, working-class, and LGBTQ+ individuals to apply. If interested, please send resume and cover letter to administration@pppamail.org. The deadline to apply is April 22, 2016.