



PUBLIC POLICY & ADVOCACY INTERN

Part time - Temporary Internship



ABOUT NAF

Ataxia is a rare neurological disease affecting tens of thousands of people in the US and many thousands more around the world. It is progressive, affecting a person's ability to walk, talk, and use fine motor skills.

The National Ataxia Foundation (NAF) was established in 1957 to help persons with Ataxia and their families. Our mission is to accelerate the development of treatments and a cure while working to improve the lives of those living with Ataxia. NAF's vision of a world without Ataxia will be accomplished through our primary programs of funding Ataxia research, providing vital programs and services for Ataxia families, and partnering with pharmaceutical companies in the search for treatments and a cure. We work closely with the world's leading Ataxia researchers and clinicians, promoting exchanges of ideas and innovation in Ataxia discovery.

Company Profile

Location	Size	FY 2022 Revenue
Minneapolis, MN	20 staff members	\$6 million



VISION

A world without Ataxia.

MISSION

To accelerate the development of treatments and a cure while working to improve the lives of those living with Ataxia.

ENSURING THAT NO ONE EXPERIENCES ATAXIA ALONE, UNTIL NO ONE EXPERIENCES ATAXIA, PERIOD.

Core Values

NAF's values are grounded in our passion and empathy for the Ataxia community.

- **Caring** – We respect one another and those living with Ataxia.
- **Motivated** – We use our passion to inspire our community to act NOW!
- **Collaborative** – We evolve together and support each other to achieve our mission.
- **Impactful** – We listen to our members to build creative, meaningful programs.
- **Accountable** – We are transparent in our words, actions, and results.





FISCAL YEAR 2022 HIGHLIGHTS

- **\$2.7M+** spent on research and drug development initiatives
- **\$500K+** spent on education and support programs
- **81%** of our expenses **directly support** the programs we offer
- **12 Ataxia research grants** awarded
- **415 local support group meetings** hosted
- **79 advocacy meetings** with members of Congress
- Funded **158 genetic counseling sessions** and **80 genetic tests**

WAYS WE FULFILL OUR MISSION





POSITION DETAILS



Public Policy & Advocacy Intern - *Part Time*

Reports to Community Services Director

Compensation

\$16 per hour

10 hours per week

Location

600 Highway 169 S., Suite 1725, Minneapolis, MN 55426 – with remote work flexibility.

Position Summary

NAF is seeking a motivated **law/pre-law school or public policy graduate/undergraduate student** for a June 15 - October 15, 2024, Public Policy & Advocacy Internship. The internship will provide students with the opportunity to learn about federal and state rare disease patient advocacy, research development and health policies while developing their research, writing, organization, communications, and outreach skills. Specifically, the intern will assist with strategizing, planning, and implementing NAF's federal and state public advocacy priorities, initiatives, and events.

Benefits to the Intern

- Experience at a mission-driven nonprofit organization with over 14,000 members.
- Immersion in pressing issues facing America's rare disease populations and communities.
- Deep familiarity with strategies to address healthcare access and research development on a national, regional, and local level.
- Experience with national and regional initiatives.
- Experience planning and implementing national advocacy and outreach campaigns, both internally and as part of national coalitions.

Qualifications

The successful candidate will be a law or pre-law or public policy graduate or undergraduate student.



Competencies

To be successful in this role, candidates should possess the following skills:

- Strong personal values that align with NAF's Vision and Mission and demonstrated passion for improving healthcare and quality of life for families impacted by Ataxia.
- Demonstrated interest in federal policies and programs.
- Experience reading and analyzing statutes and proposed legislation, as well as familiarity with both the legislative process and administrative rulemaking process.
- Experience with or participation in federal or state-level advocacy nonprofit organizations or coalitions.
- Excellent organizational and analytical skills with the ability to multi-task, often within tight deadlines.
- Ability to work effectively both independently and part of a dynamic team.
- Excellent oral, written, and group communication skills.
- Strong interpersonal skills and high ethical standards.
- Sensitivity to diverse cultures, races, and physical disability situations.
- Ability to think creatively and contribute to NAF strategies and goals.
- Proficiency with Microsoft Word, Excel, and Outlook; Internet and other research tools; social media tools; and data management.



Responsibilities

Assist NAF in public policy and advocacy analysis and strategy.

- Support the work of NAF and the Community Services Director by providing analysis, research, training/technical assistance, on a range of issues relevant to families impacted by Ataxia including: health care access, insurance coverage, research funding, and treatment development.
- Draft summary briefs and other substantive communication materials that explain policy issues to various audiences and that can be used by advocates for local, state, and national advocacy, including: one-pagers; issue briefs; legal analysis; talking points; infographics; and other visuals.
- Track federal legislation and appropriation items identified as priorities for NAF.
- Participate in a range of coalition activities, including attending meetings of coalitions whose policy content intersects with NAF' interests.
- Develop reports to track the involvement, interest, skills, committee assignments, etc. of Community Advocates and Congressional Members
- Other duties as assigned.



Responsibilities (continued)

Assist NAF in outreach and education efforts related to public policy and advocacy.

- Assist in the implementation of training focused on strengthening the advocacy skills of Community Advocates including staff, board members, and volunteers.
- Aid in promoting and communicating NAF policy initiatives and advocacy opportunities through social media, webinars, E-News, and other channels.
- Engage with outreach to Community Advocates to promote advocacy opportunities and discuss legislative priorities.
- Conduct Survey and analysis of Community Members and issues of interest/impact to them.



How to Apply

Application Deadline: January 29, 2024

To apply, send cover letter and resume to Lori Shogren, Community Services Director lori@ataxia.org noting “Advocacy Intern” in the subject line. No calls please.

EEOC Statement

NAF is committed to equal employment opportunity. We do not discriminate in recruitment, hiring, or any other employment practices for reasons of race, color, gender, religion, national origin, gender identity, age, sexual orientation, marital or veteran status, disability, or any other legally protected status.