

Statewide Policy Analyst Intern - Fall 2020

Texas Homeless Network (THN) is a statewide nonprofit devoted to making homelessness rare, brief, and non-recurring in Texas. We want you on our Statewide Initiatives Team to help us make an even greater impact. The Statewide Initiatives team works with communities and partners around the state to find the best solutions to end homelessness, and then advocates to Congress and the Administration to develop strong policy and adequate resources to support those solutions.

What we are looking for:

THN is looking for a talented Statewide Policy Analyst Intern committed to helping end homelessness through research. We seek someone with high energy, excellent organizational and communications skills, and a grounding knowledge of homelessness and related issues, especially in the areas of housing and human services. A successful Analyst will value close collaboration with team members but will also be self-motivated and able to work independently.

What you will do:

The Statewide Initiatives team focuses on both state and federal policy and research. Together with the Statewide staff, the Statewide Policy Analyst Intern uses research, data, and local experience to discover the best solutions to homelessness. The Analyst then collaborates with other national, state, and local partner organizations to build state and federal policy that supports those solutions.

A primary area of focus for this Analyst will be developing and tracking legislation leading up to the 2021 Texas Legislative Session. The Analyst will research, analyze, and report out to THN staff and its partner's relevant legislative filings as well as coordinate policy creation for the 2021 Texas Legislative Session with THN staff. The Analyst will also research, track, and disseminate information for potential champions and challengers of homeless policy in the Texas legislator.

Responsibilities:

- Work to identify issues that impact homeless populations in Texas to create legislative priorities.
- Help with preparations for meetings with legislators, congressional delegates and other policy makers.
- Conduct research on key policy issues impacting homeless populations in Texas.
- Provide advocacy support and training to statewide stakeholders.
- Develop state policy recommendations and proposals in support of strategies that reduce homelessness. This requires understanding of current state and federal homelessness and mainstream programs and the state administrative and legislative processes.
- Advance THN's policy recommendations, and those of other organizations that it supports:
 - Develop relationships and work with other statewide organizations with shared or overlapping agendas;

- Develop relationships and work with statewide homeless systems and providers and local and state government partners to understand their needs and to advance policy goals;
- Work with Texas policymakers and their staffs and committees to educate them about homelessness and its solutions;
- Create information and communications vehicles that inform all parties about the nature of homelessness and its policy solutions; and
- Help keep all partners updated on statewide policy developments and impacts by communicating information via listserv, website, and social media as directed.
- Maintain nonpartisanship at all times, and work on a bipartisan basis.
- Participate in developing content and speakers for THN conferences and events.
- Contribute to THN publications and website.
- Represent THN at meetings and conferences as appropriate.

What a successful candidate will need:

Knowledge and skills:

- Demonstrated commitment to having an impact on homelessness, poverty or related issues.
- Knowledge of state, federal, and local administrative and legislative processes.
- Excellent written and oral communication skills.
- Demonstrated ability to conceptualize, initiate, and implement tasks.
- Ability to work independently and remotely.
- Working knowledge of federal poverty, and preferably homeless, programs.
- Working knowledge of federal and Congressional procedures.

What we can offer you:

THN is a strong, flexible team of professionals that works collaboratively to achieve its mission. We offer a supportive, flexible, and inclusive work environment. In addition to an environment in which every member of the staff is valued and has the opportunity to contribute, THN offers the following benefits: Partial remote working, flexible work hours to support other activities outside of internship, and professional development opportunities that may arise throughout your time with us.

How to Apply:

Email resume, cover letter, and two writing samples to hr@thn.org. Use Fall 2020 - Statewide Policy Analyst Intern in the subject line of your email.

THN is an equal opportunity employer and values diversity. All employment is decided on the basis of qualifications, merit and business need.