



Job Posting

Alzheimer Society of Canada

The Alzheimer Society's vision is a world without Alzheimer's disease and other dementias. Our mission is to alleviate the personal and social consequences of Alzheimer's disease and related dementias and to promote research.

OUR VALUES

Collaboration Accountability Respect Excellence

The Alzheimer Society is an equal opportunity employer and we are dedicated to building a workforce that reflects the diversity of our communities in which we live and serve. We are also committed to inclusive, barrier-free recruitment and selection processes in accordance with the Human Rights Code and AODA and encourage applications from people with disabilities. Accommodations are available on request for candidates taking part in all aspects of the selection process.

Public Policy Intern (Canada Summer Jobs)

Reports to: Government Relations Advisor

Job Summary

Reporting to the Government Relations Advisor, the Public Policy Summer Intern will support all aspects of federal government relations, stakeholder engagement and digital advocacy within the Society.

Essential Duties and Responsibilities

- Assist with the coordination and contribute to the planning of government relations (GR) activities with a focus on the National Dementia Strategy
- Track, research and analyze relevant policy, legislative and regulatory decisions by government and external stakeholders
- Assist in the preparation of written materials to support outreach to government: advocacy briefs, position papers, fact sheets and Powerpoint presentations
- Arrange and participate in meetings with Members of Parliament and NGOs
- Comply with relevant professional association codes of ethics

Job Qualifications

Education:

- Undergraduate degree in political science or public affairs or graduate certificate program in government relations. Specialized training which prepares students to utilize research, issues analysis, lobbying and stakeholder engagement skills to shape public policy and regulatory issues.

Experience:

- Actively involved in politics and public affairs or grassroots community organizing
- Related experience working in public policy is an asset

Other Knowledge, Skills, Abilities or Certifications:

- Analytical thinking as it relates to reviewing government documents, legislation and proceedings.
- Knowledge of innovative digital platforms and their potential to motivate the public and governments
- Exceptional attention to detail and strong organizational skills

2019 Canada Summer Job Eligibility Requirements:

- be between 15 and 30 years of age at the start of the employment;
- be a Canadian citizen, permanent resident, or person to whom refugee protection has been conferred under the Immigration and Refugee Protection Act for the duration of the employment*; and,
- have a valid Social Insurance Number at the start of employment and be legally entitled to work in Canada in accordance with relevant provincial or territorial legislation and regulations.

*International Students are not eligible

This contract role requires thirty-five (35) hours per week for sixteen (16) weeks.

Please submit your resume and cover letter to: resumes@alzheimerssc.org

Please include the 'Job Title' in the subject line.

Closing Date: May 14, 2019

We thank all who apply, but only those selected for an interview will be contacted.