

Advocacy Data Intern

About Physicians:

Physicians for Reproductive Health (Physicians) unites the medical community and concerned supporters. Together, we work to improve access to comprehensive reproductive health care, including contraception and abortion to meet the health care needs of all people.

- We bring the physician's distinctive voice to debates over reproductive health care.
- We provide leadership and tools so that physicians can speak up and take action.
- We use scientific expertise and our doctors' real-life experiences to influence legislation, medical practice, and public opinion.
- We advocate for reproductive health as a core part of all medical curricula.

Within our own organization, across all program areas, we commit to engaging in continual professional and organizational development toward the sustainability and longevity of Reproductive Justice (RJ) work as we partner with and amplify the work of leading Reproductive Justice organizations.

The current context will require that Physicians remains steadfast in confronting attacks on access to reproductive health care and related progressive issues, yet nimble and creative in responding to those assaults. The unstable political environment will also require that we revisit the Strategic Plan periodically to determine if it needs adjustment to address emerging challenges and to take advantage of new opportunities to ensure access to reproductive health care for all.

To learn more about Physicians, please visit us on the web at www.prh.org.

Internship Goals and Objectives:

The Advocacy Data Intern supports Physicians' Education, Research, and Training division. The position assists in achieving the goals of completing Filemaker data entry for the advocacy activities of our Leadership Training Academy network of physicians. The Advocacy Data Intern will provide overview analysis of the work of the Leadership Training Academy Class of 2020. They will have the opportunity to be included in visioning conversations around the organizations future use of Filemaker as a record keeping tool.

The Advocacy Data Intern will manage the organization and insertion of a large number of records into Filemaker. Candidates must be comfortable working in a remote environment in the United States. The Advocacy Data Intern reports to the Assistant Director, Voice.

Position Responsibilities Include:

- Compile advocacy activities from stored files and emails.
- Enter advocacy activities into existing Filemaker account.
- Analyze the counts, types, and locations of advocacy activities and present findings.
- Engage in ongoing conversations around the use of Filemaker at Physicians.

- Assess the existing templates within Filemaker and provide recommendations for adjustment.

Qualifications/Requirements:

- Currently enrolled undergraduate or graduate student in the United States.
- Experience using Filemaker.
- Interest in data entry and management.
- Analytically minded.
- Able to translate quantitative data into qualitative recommendations.
- Comfortable communicating via Zoom, email, phone, text, and Microsoft Teams.
- Detail oriented.
- Strong organization skills.
- Comfortable with telework technologies.

Compensation:

This is a part-time, non-exempt, project based, remote internship position paying \$20/hour. The intern will devote 10-15 hours a week, depending on class schedules and extra-curricular conflicts. The internship is from October 1, 2020 through December 21, 2020.

To Apply:

To apply, please email your CV and cover letter to recruiting@prh.org. Applications are reviewed until August 28, 2020. Please indicate "Advocacy Data Intern" in the subject line. No phone calls, please. HR will only contact successful candidates. Applications are reviewed until the position is filled.

Physicians for Reproductive Health is an equal opportunity employer, committed to attracting, developing, and retaining exceptional people. We welcome and encourage applicants for all positions respecting the full spectrum of education, experience, age, race, creed, color, national origin, sex, religion, physical or mental disability, sexual orientation, gender identity, gender expression, ancestry, marital status, veteran status or other military status, or citizenship status, genetic carrier status, genetic information, AIDS or AIDS-related complex or HIV status, being a victim of domestic violence, protected activity (i.e., filing a charge of discrimination, participating in a discrimination proceeding, or otherwise opposing prohibited discrimination), or any other characteristic protected by federal, state, or local law.