About Pistil and Stigma
Pistil and Stigma is a values-driven community and government relations firm. We like to think of ourselves as social architects—or community cross-pollinators, if you will—that facilitate relationships and transform an organization’s mission into a sustainable enterprise. The most successful businesses and organizations add holistic value to their communities, which is why our methods encourage social impact and responsibility. By using our participatory approach—making community partners, creating coalitions for policy efforts, practicing impact investing and human interaction—our clients succeed not only in their business goals but also have a positive social impact in their communities.

About the Internship
Applicants must be available two full days per week (hours will likely be 8:30-5:00 with one hour allocated for lunch). Interns will spend much of their time at the Legislature and will be expected to provide their own transportation to and from Carson City. The position provides opportunities for a great deal of “hands-on” experience and will galvanize the interns’ understanding of the state’s legislative and regulatory framework and local government issues, as well as the state’s role in a federal system. This is also an excellent opportunity to gain experience working with numerous stakeholders across the state and nation regarding important issues of community concern.

Required Qualifications

- An interest in federal/state government, the legislative process and/or public policy analysis
- Knowledge of computers and Internet research
- The ability to concisely communicate verbally, including good phone etiquette, and write concise memos, using footnotes and reference
- Applicants will also be expected to have laptop to complete assignments on, and are expected to dress professionally.

Preferred Qualifications

- Advanced business writing skills are preferred but not required

Internship Duties
Include, but are not limited to, viewing online legislative hearings or attending meetings by telephone or in person and reporting on outcomes, providing periodical research reports on various issues, drafting letters and memos, helping respond to client information requests, assisting with the development of legislative agendas and participating in client or community outreach, as well as a minimum share of clerical duties. Interns will be taught how to utilize and will be expected to master the digital bill tracking system created by the state of Nevada to track legislative bills and hearings.

$12/hour for 120 hours
Spring Semester 2015
Apply by November 14, 2014
at www.unr.edu/career