JOB TITLE: Program and Policy Associate
DEPARTMENT: Bonner Center for Civic Engagement (THC 201)
EMPLOYMENT PROGRAM: A Federal Work Study award, Bonner Scholarship, or Volunteer position
PAY RATE: Level III
SUPERVISOR: Adrienne Piazza, Coordinator, Events and Student Outreach
CONTACT INFO: If you have questions call (804) 484-1600 or email Adrienne Piazza at apiazza@richmond.edu

JOB SUMMARY: The Bonner Center for Civic Engagement is seeking students who have significant academic and professional experience to serve as Program and Policy Associates (PPAs). PPA's combine research and practice to more deeply explore a social issue about which they are passionate. PPAs serving in 2010-2011 may choose to continue the work of the 2009-2010 cohort in areas of healthcare, environmental sustainability, immigration, or parental involvement in schools. PPAs serving in 2010-2011 may also choose a topic of interest to them that has not yet been started. The chosen topic should be one that is at the intersection of the applicants coursework, volunteer experiences, professional goals, and personal interests. This academic year long research project will allow a student to serve as a leader and become an expert in their chosen topic.

PPAs will be expected to explore an issue through the research and writing of an issue brief, the development and execution of at least one educational program during the academic year (which could include a public lecture, brown bag, documentary, etc.), and facilitating collaboration among student organizations, CCE activities, and other campus stakeholders who are working on a related issue (which could include co-sponsorship of an event, reflections, or networking). PPAs are encouraged to interview off campus leaders and incorporate local information into their work. CCE staff and resources are available to assist with this process.

In the 2010-2011 academic year, the Bonner Center for Civic Engagement (CCE) will offer two Program and Policy Associate positions (PPA). PPAs will earn most of their hours in the Bonner Center for Civic Engagement. However, as a team, they will take part in regular professional development opportunities including a bi-weekly meeting with a CCE staff member and are encouraged to attend additional educational programs throughout the year.

PPAs can be compensated for their time through the completion of their Bonner Scholars hours or through Federal Work Study. All time spent exploring the issue and attending professional development opportunities will count as hours worked.

To apply, please submit a cover letter and resume to Adrienne Piazza at apiazza@richmond.edu.