

## North Carolina Office of Strategic Partnerships 2023 internship opportunity – spring and summer

The [NC Office of Strategic Partnerships \(OSP\)](#) develops, launches, and enhances partnerships between state government and North Carolina's research institutions and philanthropic sector.

OSP works with state agencies and non-governmental partners on priority policy issues, develops and convenes networks of public sector and research experts, and provides learning and engagement opportunities for stakeholders across sectors. These efforts help the State deepen connections with external research expertise and elevate internal capacity to use and generate evidence in its policy and programmatic functions. OSP is housed in the NC Office of State Budget and Management, which includes data-driven and evidence-based decision making among its priorities.

**OSP is seeking interns for spring and summer 2023.** Students at any level from any college or university are welcome to apply. Interns will participate in and contribute to work on a range of topics and types of projects. Work is likely to include but not be limited to:

- Engaging with representatives from state agencies, colleges and universities, philanthropy, and other organizations to broaden partnership efforts
- Identifying potential partners across sectors and building out lists of contact and other relevant information for those people/organizations
- Helping develop, strengthen, and support collaborative projects between state agencies and external research partners (examples at [North Carolina Project Portal](#))
- Supporting the OSP Evidence Advisor's work partnering with state agencies seeking to bolster the use of evidence in public sector spending decisions
- Writing, including content for communications materials, webpage, policy and research memos for a range of audiences, etc.
- Developing education and outreach materials for sessions focused on representatives of the philanthropic sector
- Researching promising practices in other states
- Assisting with convening stakeholders (e.g., drafting agendas, taking meeting notes/minutes, following up on action items)

### Core competencies

- Attention to detail, especially in writing (e.g., meeting agendas, substantive emails, presentations, documents)
- Ability to work independently, with direction, and knowing when to request guidance
- An understanding of communication and other protocols in a public sector setting
- Professional etiquette
- Experience with one or more of the following: internet research and literature review; cleaning and organizing data; descriptive and/or inferential statistics; surveys and interviews; program evaluation; user design; web design and coding; graphic design

### Structure and timing

- Spring: usually approximately 15 weeks, part-time
- Summer: usually 10 weeks, full-time (longer-term and part-time may be possible)
- Anticipated start date:
  - Spring: early January
  - Summer: Mid- to late-May

- OSP is located in Raleigh. Remote work is possible.
- OSP expects to compensate all interns; details depend on available sources of funding, including OSP and the interns' college/university.

**To apply, please send a resume, interest letter, and sample work product to [partnerships@osbm.nc.gov](mailto:partnerships@osbm.nc.gov) and indicate your interest in a spring internship, summer internship, or both. Applications accepted until the internships are filled. For full consideration, apply for spring opportunities by October 21, 2022, and summer opportunities by February 24, 2023. Applications may be accepted beyond these dates.**