



## Convergence Internship: Bridgebuilding

Convergence Center for Policy Resolution (Convergence), the leading nonprofit devoted to bridging divides and developing solutions to intractable public issues, seeks a paid intern to support Convergence's bridgebuilding programming. Convergence's bridgebuilding programming includes:

- Convening the leadership of the private and national service sectors to develop approaches to integrate bridgebuilding work into their institutions and communities
- Building the capacity of leaders to conduct collaborative problem solving and utilize other bridgebuilding approaches and tools
- The publication of a book on collaborative problem solving.

Intern responsibilities may include, but are not limited to:

- Take notes during interviews with past participants in collaborative problem solving processes to document compelling stories for inclusion in book on collaborative problem solving
- Supporting the project team to analyze, organize, and track data from these interviews
- Attending and supporting internal and external (virtual) meetings, including by coordinating logistics, preparing materials, and taking notes
- Assist in development and preparation of training agendas and materials
- Assist in the logistics and execution of convenings of business and national service sector leaders to explore best practices and develop approaches to integrating bridgebuilding approaches and tools into their institutions and communities
- Support department staff in researching, preparing data, and drafting publications and reports
- Engage in department brainstorming sessions around current topics and potential research questions
- Providing administrative support to the project team
- Taking part in team and staff meetings
- Other duties as assigned.

The experience at Convergence will provide:

- A deeper understanding of critical public policy issues, including the role of both public and private actors in crafting solutions
- Development of research and project support skills
- Exposure to consensus building and mediation processes.

Qualifications

- Be able to commit to a minimum of 20-25 hours of work per week during standard office hours
- Have familiarity with and/or demonstrable interest in conflict resolution, mediation, bridgebuilding or related area
- Possess rigorous research, note taking capabilities, and excellent critical thinking and problem-solving skills.