Employer: University Hospitals, Office of Government & Community Relations
Intern’s Supervisor: Dan Bucci
Supervisor’s Phone & Email: (216) 983-0610 Email Address: Daniel.Bucci@UHhospitals.org
Assignment Address: 11100 Euclid Avenue, Cleveland, OH 44106
Job Category (Select up to 2): Other Business
Number of Openings: 2 Work Schedule/Hours: 8:00 a.m. – 5:00 p.m.
Internship Duration: 10 Weeks
Internship Dates: May 30, 2017 to August 11, 2017

Department Description:
University Hospitals is a Cleveland, Ohio-based super-regional health system that serves more than 1 million patients in 15 Northeast Ohio counties. The hub of our 18-hospital system is University Hospitals Cleveland Medical Center, a 1,032-bed academic medical center that encompasses UH Rainbow Babies & Children’s Hospital; UH Seidman Cancer Center; UH MacDonald Women’s Hospital; a medical-surgical complex boasting world-renowned excellence in every specialty; and UH Harrington Heart and Vascular Institute, with a renowned team working together to deliver the most advanced, efficient and cost effective cardiovascular diagnosis and treatment services available. We are proud that our physician leaders and other experts are widely sought sources of thoughtful commentary and expertise on a host of medical and health-care topics, and work diligently to fulfill our three-part mission of: To Heal. To Teach. To Discover.

Job responsibilities:
• The intern will work with the UH Government Relations Department team to advocate on behalf of the best interests of the health system and its patients on local, state and federal legislative and regulatory issues
• The position researches legislative/regulatory issues, updates legislative contact lists and other databases, schedules and coordinates legislative tours of UH facilities for elected officials and staff, organizes UH participation in advocacy days at the state and federal levels, assists with community benefit and tax exemption issues, and performs daily office activities
• Participation in tours for elected officials and staff; meetings with clinicians and other hospital staff; and on occasion, meetings with hospital leadership

Required Qualifications:
• Must be prepared to hit the ground running and work in a fast paced environment
• Professionalism when interacting with all internal and external stakeholders, including senior management, clinical leaders and elected officials
• Must be detail-oriented and organized, with good analytical and problem solving ability
• Must have strong written and verbal communication skills

Preferred Qualifications:
• Political Science coursework preferred
• Ability to use PCs, Microsoft Office and general office equipment