INTERNSHIP OPPORTUNITY SUBMISSION FORM

This posting is through the **Say Yes Buffalo Internship & Career Pathways Program**, which serves graduates of Buffalo public and charter high schools who lived in the city of Buffalo during high school and are currently enrolled full-time in college. While many of these internships are available outside of our program, applying through this program and receiving the included support is only for eligible students.

Organization: Partnership for the Public Good (PPG)

Location: 403 Main St (Brisbane Building)

Website: https://ppgbuffalo.org

Organization Description and Core Values:

Partnership for the Public Good (PPG) is a community-based think tank that builds a more just, sustainable, and culturally vibrant community through action-oriented research, policy development, and civic engagement. Each year, our partners use a democratic process to create a Community Agenda: ten ways that state and local governments can act to improve Buffalo Niagara in the coming year.

PPG strives to build our partner groups' capacity by hosting educational workshops on advocacy-related topics and tools. In addition, we highlight our partners' work and other local policy issues on our weekly podcast – The Public Good.

This is a great placement for curious, self-directed students who want to learn more about policy solutions in Buffalo and want to have a hand in making system-level change.

Position Supervisor and Title:

Sarah Wooton, Director of Community Research

Internship Title:

Summer Intern

Internship Duties and Responsibilities:

PPG interns are given tasks based on their skills and interests. Your work will likely be as varied as our staff members' work. A typical day is a mix of partner meetings and policy research. The topics that we work on often include criminal justice, climate justice,

equality/civil rights, immigration, poverty/income inequality, arts and culture, economic development, housing, and more. PPG is flexible to suit our partners' evolving needs. Therefore, your work is likely to change in topic and content over the course of the internship.

PPG intern tasks may include:

- Doing qualitative and quantitative research on local issues and policy solutions
- Meeting PPG partner groups and learning about their work
- Participating in issue-based coalitions
- Meeting with elected officials to discuss policy solutions
- Assisting with PPG public events
- Doing outreach to potential partners and Buffalo residents
- Drafting issue-based communications and social media posts

Minimum Requirements:

- Say Yes Buffalo Scholar enrolled in school full-time and in good academic standing
- Must be at least a rising sophomore

Intern qualifications:

- Strong and concise writing skills
- A commitment to accuracy and attention to detail
- Flexibility
- Ability to work independently
- Ability to work well in groups and with diverse (in all senses) community partners
- Background knowledge of Buffalo's sociopolitical landscape

Preferred Requirements:

SAY YES BUFFALO

INTERNSHIP OPPORTUNITY SUBMISSION FORM

This program is mainly geared toward Masters and Juris Doctor (JD) students, however, exceptional Bachelors students may apply and will be considered.

Physical Requirements:

Generally unnecessary, but we may ask you to help us carry boxes for outreach, which weigh under 10 lbs.

Intern Takeaways:

The student will learn about policy solutions in Buffalo that would make WNY a more just, equitable region. They will also likely make connections with many of our partner groups.

Duration of Internship:

We are offering a paid, full-time summer internship program. The internship will run for eight weeks, from early June 2027 to late July 2027.

PPG's summer weekly work schedule is 3 days in person and 2 days remote.

Compensation:

Interns will be paid $20/hour and will work regular business hours Monday through Friday, 35 hours per week.

Transportation:

Upon request, we can provide a free monthly bus pass to the student

Accommodations:

The Say Yes Internship & Career Pathways Program is committed to providing equal access to individuals with disabilities, including physical access to programs and reasonable accommodations for interns.

Note We are currently in the process of moving our office. Our temporary location is located on the second floor without elevator access. In the event that we have not moved into our permanent location with accessible routes by June 2027, we will work with our intern to provide an alternative accessible workspace or a work from home accommodation.

To Apply:

PPG values diversity and inclusion. People of color, women, LGBTQ individuals, people with disabilities and formerly incarcerated people are encouraged to apply. **Applications will**

be reviewed on a rolling basis. Please submit a cover letter (explaining your interest in PPG and your interest in advancing equity in Buffalo), resume, and writing sample (2-10 pages, ideally policy-related if possible).

We prefer the tone of your writing sample to be concise and relatable—not overly academic. See examples of PPG's publications to get a sense of what we're looking for: Evicted in Buffalo report, Housing Discrimination Complaint Data fact sheet, Cruelty and Cost report.

Avoid using legal briefs as writing samples. We will not consider them. At PPG, we rarely use legal briefs in our regular work.

Submit your cover letter and resume to buffalointernships@sayyesbuffalo.org. **If necessary, Say Yes staff may send you suggestions before we send your resume to the employer(s). In order to submit your materials directly to the employer by the deadline, please ensure that you check your email and reply promptly. Resumes submitted two business days or fewer before the deadline may not be edited prior to submission.**

Deadline:

November 18, 2026

Interviews:

Interviews will be in December or early January

Please note that internships are competitive and not every scholar will receive an interview. If you are selected for an interview, the employer will contact you directly.