



## *Council for Quality Growth Intern Overview*

The Council for Quality Growth is a 29 year-old trade association representing the growth and development industry with the mission of promoting balanced and responsible growth in metro Atlanta and Georgia. We bring the development community and policy makers together as we focus on long-range community planning, encouraging adequate government services, catalyzing consensus on growth issues and convening discussion on responsible development.

The Council delivers this mission through the platforms of Advocacy, Education and Information. We work with thousands of elected officials, administrators and staff across metro Atlanta's more than 80 local governments plus state agencies and legislative and executive leadership.

We collaborate to ensure that planning, zoning and other local, regional and state regulatory policies promote thriving communities, strong infrastructure and a prospering economy. We actively advocate in city council, county commission, regional commission and state legislative and regulatory meetings. Members, in turn, receive exclusive access to the most comprehensive information about regulatory and policy issues in the region. We educate local and state elected officials and professional staff who regularly seek our policy advice and input.

The Council is committed to the belief that Atlanta's economic future and quality of life is highly dependent on continued, balanced, quality growth. To that end, the Council promotes market driven solutions to critical public policy issues that face the region and state.

The Council is currently seeking independent, dedicated individuals to serve in summer and fall internships with the agency. These internships will be structured, learning opportunities geared to teach "real world applications" of public policy development.

Those seeking a bachelor's or master's degree in Public Administration, Urban Planning, Political Science or other Public Policy related areas of study will be most successful. Other areas of study including Economics, Environmental Studies, Environmental Design or Engineering, Law, Real Estate, Business Administration, Geography are also welcome. Interns will be expected to research various public policy issues affecting the agency, write articles for newsletters, and assist regular staff with formulating real public policies affecting our members.

### Policy/Government Affairs

- Gather, analyze and interpret data related to infrastructure planning, legislative initiatives, regulatory issues, land use, transportation and environmental planning policies. Sample topic areas include: zoning, permit procedures, soil erosion, water and sewer capacity, land use, green space, watershed protection measures, local development regulations and General Assembly activity.
- Attend, participate and report on a variety of public meetings and citizen advisory activities. Examples include: Board of Commissioners, Planning Commission, Development Advisory committees, ARC Transportation, Land Use & Environmental committees, DNR Board meetings, GRTA meetings, etc.
- Prepare and deliver reports and coordinates committee meetings on a variety of issues related to government affairs, planning and development, transportation, public utilities and environmental planning.
- Assist in the coordination and implementation of Quality Growth Institute courses
- Coordinate moderated discussions with elected officials and membership.
- Represent growth industry interests to the public via speaking engagements and other community activities.
- Provide programmatic assistance for professional development workshops and briefings on relevant policy and regulatory issues.
- Coordinate program speakers with presentation subject matter.
- Perform other duties as assigned

### Technology/Communications

- Prepare weekly Priorities that provide membership with updates on issues currently underway in the metro Atlanta region on Constant Contact.
- Update and maintain the Council website using Word Press on a daily basis. This position is solely responsible for the website.
- Create innovative new designs for Council website and weekly Priorities e-mail newsletter.
- Maintain strategic contact database using Act! Database Management.

These internships are for dedicated, hardworking professionals who want to gain “real world” experiences and possible course credits (***Note: Students seeking course credit should see there academic advisors/professors and have them to contact our office ASAP.***) If you are interested in a Council internship please contact James Touchton, Director of Policy and Government Affairs, by calling (770)-813-3373 or via email at [jt@councilforqualitygrowth.org](mailto:jt@councilforqualitygrowth.org). Our office is located at **5901-C Peachtree Dunwoody Rd. Atlanta, GA 30328**

# ***Council for Quality Growth***

## ***Internship/Practicum***

### ***Educational Objective and Work Expectations***

**Objective:** To teach students about real world public policy issues through research on the impact(s) of local government decisions on growth and development in the Greater Metropolitan Atlanta Area.

**Work Expectations:** Students will be expected to conduct certain work activities which include but are not limited to the following duties:

1. Research various public policy issues affecting the growth and development industry.
2. Report the findings of such research to Council staff and its members. This may be done in the form of reports, briefs, news articles, databases, other media formats, and/or public speeches.
3. Attend, participate, and report on various public meetings and citizen advisory activities. Examples include City Council, County Board of Commissioners, Planning Commission, Development Advisory Committee, ARC, GRTA, DNR, EPA, EPD, DCA, stakeholder meetings, etc.
4. Assist Council staff with formulating policy positions on various issues.

***NOTE FOR STUDENTS SEEKING COURSE CREDIT(S):*** *The Council will work with you and your academic advisor/professor to determine the appropriate project for your specific internship. In addition to your duties and responsibilities at the Council, you will likely be asked by your academic advisor/professor to keep a daily journal of your work experiences and to write a paper about the work you complete at the Council. Please see your academic advisor/professor for specific requirements of your college or university.*