



**State of New Jersey
Board of Public Utilities
44 South Clinton Avenue
Trenton, New Jersey 08625**

Paid Internship Opportunity
****This is an in-person position****

Division: Office of Federal and Regional Policy

Number of Positions: One (1)

Salary: \$20.00 per hour

Work Hours: 10-28 hours per week (varies depending on semester)

General Unit Description: The Office Federal and Regional Policy (OFRP) manages the Board of Public Utilities policy concerns related to federal and regional actions. The OFRP works with the U.S. Department of Energy, Federal Energy Regulatory Commission, and other states within the region to ensure New Jersey's policies and interests are represented in the dynamic regulatory landscape governing energy systems and the electricity grid. The OFRP team seeks to ensure that New Jersey's goals, including attaining 100% clean energy by 2035, are possible while maintaining reliable and affordable energy services to New Jersey customers. The OFRP internship program offers an opportunity for students and recent graduates to work on cutting edge energy policy.

Project Description: The Office of Federal and Regional Policy seeks up to two interns to work with the Senior Policy Advisor, OFRP Staff and staff in the Legal and Clean Energy Divisions. The OFRP Intern will assist these teams in implementing new state and federal policies, especially through the development of new clean energy initiatives.

What you will do:

- Assist with tracking and summarizing major developments in federal and regional energy policy and analyzing the implications policy changes may have on New Jersey.
- Assist OFRP Staff with attending stakeholder meetings, collecting data, conducting research, and analyzing reports, studies, and/or proposed legislation.
- Assist in the development and structuring of clean energy programs to ensure equitable access for all citizens of New Jersey.
- Assist in the creation of policies to incentivize clean energy resources.
- Attend and summarize virtual meetings and workshops on energy policy at the federal, regional, and state level.

What you will learn:

- How New Jersey interacts with other states and the federal government to ensure that state policy goals are attainable.
- How to analyze state policy and understand where it may be complimented by or in conflict with other State's public policies.
- How the New Jersey electric and natural gas industries work and how they are connected to those of other states.
- How to implement clean energy programs in a way that is equitable to all citizens.
- How to translate statistics and quantitative data and prepare written materials and presentations into useful decision-making tools for policy developers.
- How New Jersey state agencies operate and interact with one another.
- The legal and regulatory aspects of the energy sector.
- What it means to be a regulated entity, and how entities comply with state and federal regulations.
- What it means to be a part of a regional transmission organization, and how New Jersey policies are impacted by the regional markets.

What we'd like to see:

- A sincere interest in energy policy.
- Excellent verbal, written, and interpersonal communication skills.
- Ability to effectively work in teams and independently.
- Excellent organizational skills (i.e. prioritize tasks, follow timelines, and meet project deadlines).
- Ability to research relevant topics and present conclusions to the team.
- Problem-identification and problem-solving skills.
- Creativity, imagination, and intellectual flexibility.
- Proficiency in Microsoft Office Programs such as Outlook, Excel, Word, OneNote, PowerPoint, and SharePoint.
- Ability to use web conferencing services such as Zoom or Microsoft Teams.

Education/Experience: Recent graduates or current graduate or undergraduate students with at least two (2) years of completed undergraduate course work from an accredited college or university is preferred. Relevant course work includes: economics, engineering, public policy, environmental or sustainability sciences, political science, or pre-law. BPU will work with an educational institution's cooperative education office to enable students to obtain college credit upon request.

Estimated Project Duration and Work Schedule: The NJBPU requires interns to work a minimum of 10-28 hours per week (varies depending on semester) in-person. An extension into the next session will be taken into consideration.

Note: We invite members of all diverse communities to join our workforce as we endeavor to best serve New Jerseyans from every background. We believe that by welcoming differences, encouraging new ideas and views, listening to and learning from each other, and providing opportunities for professional enrichment, we are better able to serve those around us.

To Apply: Please submit the following to humanresources@bpu.nj.gov: resume; brief writing sample; most recent transcript (unofficial copy acceptable); Personal Relationships Disclosure Form ([Click Here](#)) and three references (name and phone number for either professional or educational contacts).

In the subject line, please follow the format of “NAME [first last], Semester Year [i.e. Spring 2025], and Division [i.e. Reliability and Security] Intern Application”. Applications are due one month prior to the start of the internship cycle, so if you are applying for a Summer role, your application is due no later than May 1 of the given year.

Note: Interns must be New Jersey Residents or attend a New Jersey college or university.

Visit us at: <https://nj.gov/bpu/>

The New Jersey Board of Public Utilities is an Equal Opportunity Employer.