

2017 Summer Internship Program – Intern Work Plan

Ministry: Ministry of Energy

Number of Interns Requested: 0, 1, or 2

Intern 2

Task / Project	Description	One time / Recurring
Targeted stakeholder outreach in support of Fair Hydro Plan	Work with policy and stakeholder relations staff to identify consumers who will benefit from one or more elements of the FHP. Potential for enhanced relationship with small/medium businesses through outreach.	Recurring
Research Projects	Work with policy staff to identify gaps in knowledge (ie. qualitative information about ~70,000 Ontario Class B consumers), and plan and research projects that will enhance government understanding of consumer classes.	Recurring
Meeting Note Management	Assist in timely management and delivery of meeting notes for Minister's meetings.	Recurring
Review and Summarize Reports	Policy staff receive numerous reports from stakeholders on a variety of topics. Working with policy staff, review and summarize documents.	Recurring
Appointments Research	Assist in research, background checks of potential agency appointment applicants.	Recurring

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