



# Cannabis Industry Research Intern

The Aubrey Group – Camden, NJ (Hybrid)

Summer 2024 Internship Description

The Aubrey Group is seeking a Cannabis Industry Research Intern. This post is an excellent fit for young professionals looking to increase their understanding of state and local regulations, municipal government, and have an interest in policy, and strong writing skills. We are seeking candidates who are passionate about the impact that thoughtfully designed strategic planning can have in the emerging cannabis industry, and who share in our values of kindness, curiosity and diligence.

## Internship Responsibilities

- Similar to our Research Analysts, interns will report to AG Project Manager to assist with preparing highly professional license application content including business plans, community impact and workforce development narratives, budgets, standard operating procedures etc.
- Interns will work with Project Managers to coordinate timely application preparation and submission.
- Along with RAs, interns will attend monthly Cannabis Regulatory Commission Meetings and summarize updates for internal use.
- As directed by a Project Manager, interns will research and summarize federal, state, and local public policy, regulations, practices, and programs, including legislative initiatives and state and local cannabis regulations and ordinances.
- Interns will assist in preparing client-facing summaries of policy updates and related regulatory information.
- Interns will also perform clerical work where necessary such as data entry and collection.
- Interns can assist with quality control and copy editing on content prepared by our team of writers.
- Interns will have the opportunity to participate in client meetings and attend various events that include external consultants (lawyers, security professionals, marketing experts, architects etc.) and partners (local government, economic development, organized labor etc.).

**Internship Coordinator:** Andrew Park

**Coordinator's Contact Information:** 856-357-5404 / [apark@theaubreygroup.org](mailto:apark@theaubreygroup.org)

Interested interns should send their resume and most applicable writing sample(s) to [apark@theaubreygroup.org](mailto:apark@theaubreygroup.org).

***The deadline to apply is March 23, 2024.***

**Location of Main Office:** Camden, NJ

**Number of Summer 2024 Cannabis Interns Accepted:** 1

**Where will the internship be done?**

Combination At-home & In-Office (Hybrid)

**Length of Internship:** May - August 2024

**Required Hours & Pay:** 150-200 hours over a minimum of 10 weeks between May and August. Interns are required to work a minimum of 15 hours and no more than 20 hours per week at a rate of \$20/hr.

**Intern work areas:** Clerical  Research  Writing

**Observation Opportunities:**

Internal strategy sessions  Client Meetings & Events  Regulatory Commission meetings

**Hours of Operation & Evening/Weekend Hours:** AG operates Monday through Friday 9 a.m. to 5 p.m.

Interns will not be required to work evenings and weekends, but AG does utilize a flex / hybrid model to allow for interns to work hours that are more complementary to their availability. Please note that while we are flexible with hours, interns are expected to plan their hours as close as possible to being within the 9 a.m. to 5 p.m. time frame.

**Company Background + Culture**

The Aubrey Group is a cannabis application writing firm based in Camden, New Jersey. Our company provides comprehensive license application writing and compliance services to the personal use cannabis industry. Formed in 2015, The Aubrey Group is quickly expanding with a reputation for high caliber consulting services grounded in the values of kindness, curiosity, and diligence.

Our cannabis application team creates content for and facilitates the submission of competitive personal-use cannabis license applications. We are a one-stop shop for cannabis entrepreneurs seeking licensure, and we provide industry-specific consulting services and support business strategic and financial planning. The challenges that our clients face are important and interesting. Our consultants are passionate about helping them construct successful and resilient businesses; all while navigating the red tape of a new and exciting industry.

We understand our work on individual projects in connection to the big picture – who we are as a country and a community, what we owe to each other, and how we can work together to accomplish our shared goals. We see our time spent on work as an important piece of our overall fulfillment, and we strive to build a workplace that enriches, challenges, and supports every member of our team.

Our firm believes that building diversity into the foundation of how we do business creates a more fulfilling workplace and allows us to better serve our clients. We take responsibility for developing a workplace that is attractive to, and supportive of, individuals from diverse backgrounds. This includes but is not limited to, people of color, people who have experiences with disability, LGBTQ folks, people with experiences with immigration, those who honor diverse religious traditions, and individuals from poor and working-class backgrounds. We also value diversity of professional, educational, and technical backgrounds.

**Please visit our website at [www.theaubreygroup.org](http://www.theaubreygroup.org) to learn more!**