



## **NOW SEEKING INTERNS**

**WINTER 2017**

### **Organization Background**

The mission of the Corvallis Sustainability Coalition is to promote an ecologically, socially, and economically healthy city and county. By using the Sustainability Guiding Objectives, a framework for decision-making based on the four Natural Step system conditions for a sustainable society, our community will:

1. Reduce and ultimately eliminate our community's contribution to fossil fuel dependence and to wasteful use of scarce metals and minerals. Use renewable resources whenever possible.
2. Reduce and ultimately eliminate our community's contribution to dependence upon persistent chemicals and wasteful use of synthetic substances. Use biologically safe products whenever possible.
3. Reduce and ultimately eliminate our community's contribution to encroachment upon nature (e.g., land, water, wildlife, forests, soil, ecosystems). Protect natural ecosystems.
4. Support people's capacity to meet their basic needs fairly and efficiently.

[sustainablecorvallis.org](http://sustainablecorvallis.org)

The Coalition is made up of the following 12 action teams that focus on different aspects of fulfilling this mission.

### **Action Teams:**

- ❖ Community Inclusion
- ❖ Economic Vitality
- ❖ Education
- ❖ Energy
- ❖ Food
- ❖ Health and Human Services
- ❖ Housing
- ❖ Land Use
- ❖ Natural Areas
- ❖ Transportation
- ❖ Waste Prevention
- ❖ Water

## **Job Description**

The Corvallis Sustainability Coalition is seeking interns for winter term for the 2016-2017 school year. Interns will fulfill a variety of roles and work on one or more projects/programs that will focus on several areas of sustainability, including work with one or more of the action teams. This internship provides flexible hours and meeting times, along with the option to fulfill a 6 credit (180 hours) or a 12 credit (360 hours) internship, depending on the needs of the applicant. Applicants are expected to keep consistent communication throughout the term with their supervisor and be held accountable for all work done through the Coalition. This internship is unpaid, it is located in Corvallis and meetings will be held close to campus at various locations.

## **Roles and Responsibilities**

The Coalition does not believe in giving interns busy work, but rather provides opportunities to apply what they have learned in their studies to real projects and programs that will make a real difference in their community. Through networking opportunities and resume building, interns will gain valuable experience and connections that will help them gain employment in the future. Interns can expect to do several of the following throughout their internship:

- ❖ Take an active role in program development and implementation
- ❖ Present projects to action teams.
- ❖ Collaborate with partner organizations, fellow interns, and volunteers
- ❖ Contribute to promotion of events through a variety of outlets including social media, tabling, distribution of marketing materials, email, and phone
- ❖ Plan, organize, and implement new Coalition events and other regular outreach events
- ❖ Take an active role in the community by attending special events, local business meetings, action team meetings, etc.
- ❖ Refine writing, design, and speaking skills through marketing and promotion of events
- ❖ Cultivate useful communication and research skills
- ❖ Gain valuable experience networking with local businesses and partner organizations

## **Qualifications and Education Requirements**

Students must meet the following requirements to be considered:

- ❖ Senior status in an undergraduate program
- ❖ Registered for the internship program
- ❖ Strong interest in program development and implementation
- ❖ Have a passion for sustainability efforts, community/environmental health, and outreach
- ❖ Significant leadership and interpersonal communication skills
- ❖ Self-motivated with little need for supervision
- ❖ Ability to work on a team and with volunteers
- ❖ Organized and timely
- ❖ A willingness to be flexible with change in program development and facilitation
- ❖ Comfortable talking to general public at events as well as hand out materials and answer questions
- ❖ Volunteer experience

**Preferred Qualifications** (not required)

- ❖ Sustainability coursework completed
- ❖ Bilingual

**Application Requirements:**

To apply for an internship at the Corvallis Sustainability Coalition, please send the following

- ❖ cover letter
- ❖ resume
- ❖ unofficial transcript
- ❖ answers to the application questions on a separate page, typed, with proper grammar, and sufficient length and detail.

**Application Questions:**

1. What term are you applying for and for how many credits? (6 or 12)
2. Why are you applying for this position?
3. What action teams interest you the most and why?
4. What are your goals after graduation?
5. What efforts have you made in your own life to be more sustainable?
6. What volunteer experience do you have?

**Application deadline for Winter Term 2017: December 19, 2016 (must be available for interview both on phone and in person before January 4<sup>th</sup>)**

**All applications and questions send to:**

**Lani Beavers**

**Intern Supervisor**

**[sustainable.corvallis.or@gmail.com](mailto:sustainable.corvallis.or@gmail.com)**