Sierra Club Communications Internship

Position Information
ID: 735079
Requisition #: 1
Title: Sierra Club Communications Internship
Employer: Sierra Club
Division: Many Rivers Group
Position Type: Part Time, Seasonal/Limited Duration, Internship, Volunteer
Job Function: Enviro/Natural Resrcs/Agricult
Location: Eugene
Number of Openings: 3
Approximate Hours Per Week:

HOURS: Flexible, 4-12 hours per week, volunteer or 1 to 4 credits. Student needs to complete at least 40 hours per each credit earned if doing work for academic credit. Internship timing and hours ordinarily correspond to the number of credits earned a
Duration: 3 months min, 6 months max.
Compensation: unpaid
Travel Percentage: No Travel

Description:

Are you looking to gain experience needed for starting a career at an environmental non-profit organization? This internship may be for you! Up to three concurrent positions available.

For Summer 2014

Depending upon qualifications/interests, duties may include:
• Project development- Research on issues for future work; writing for position papers, press briefs, and newsletters, using mapping software
• Administrative-- keeping us organized, handling mail, e-mail and calls; calendaring events; helping to organize fundraisers, tabling and programs
• Social- Facebook & MeetUp updates; Volunteer coordination.

Qualifications:

REQUIREMENTS: Student must have excellent writing and communication skills, knowledge of computer applications such as Windows and MS Word. Significant outdoors experience not required although helpful.

Applicant Criteria
Desired Class Level(s): Junior
Desired Major(s):
Journalism and Communication/Communication Studies,
Journalism and Communication/Journalism,
Arts & Sciences, College of/Natural Sciences/Environmental Science,
Arts & Sciences, College of/Humanities/Writ/Pub Speak/Critical Reason,
Business, Lundquist College of/Business Administration,
Arch & Allied Arts, School of/Landscape Architecture,
Arch & Allied Arts, School of/Architecture,
Arch & Allied Arts, School of/Planning, Public Policy & Mgmt/Planning, Public Policy & Mgmt,
Arch & Allied Arts, School of/Architecture & Allied Arts, Graduate School/Graduate Majors/Museum Studies

Graduation Date - Range Start: January 01, 2015
Graduation Date - Range End: June 01, 2016

How To Apply:

Please submit a one-page cover letter and resume to:
Many Rivers Group Sierra Club, 454 Willamette St. Eugene OR 97401.

ATTENTION: Sally Nunn, Sierra Club Many Rivers Group Chair or Cathleen Corlett, Vice-Chair

Requested Documents:

- Resume
- Cover Letter
- Other Documents

**Note:** Please supply a one-page resume with relevant experience. In your cover letter describe why you would benefit from this internship.