January 14, 2015

Job Title: Business Commute Challenge unpaid Intern

Organization: Lane Transit District – Point2point Division

Description of Organization:
http://www.commutechallenge.org/ The BCC is a week-long, yearly event that is a friendly competition between local area business teams and employees. The event encourages employees to try alternative forms of transportation rather than driving alone. This event includes many smaller events on different days of the week. In 2014 there were 2,000 participants representing over 107 organizations. In 2015, we plan to increase participation of more individuals. The primary goal is to reduce CO2 emissions in the region by encouraging mode shift among commuters.

Internship Description:
The BCC intern will learn about and implement strategies to reduce single occupancy vehicles, through education and encouragement. The intern will experience a project from beginning to end which includes getting to know community stakeholders; assisting in preparing /gathering materials for the Challenge, event planning, promotion and execution; outreach to employers and businesses, heavy on Social Media responsibilities and asking for prize donations from local businesses. Other duties may include creating pre-/post-surveys. Internship takes place in a professional atmosphere. The internist will also be required to deliver packets to regional employers by bicycle.

General knowledge and skills required:
Good organizational skills. Excel and Word proficiency. Some knowledge of the local transit and bike path system. Team player yet can work alone with delegated tasks. Ability to engage with the public. Social media skills (FaceBook and Twitter) and good communication skills. A bicyclist is a plus as we primarily do our packet deliveries on bike.

Additional information:
This is a non-paid internship for credit, 8-10 hours a week, March 1 – May 31. More hours will be required in May then in March.

To apply: Submit resume and cover letter at Duckconnect.com. Application deadline is February 4, 2015.