

Sierra Club's Columbus Office Internship Program:

Job Title: Intern – Beyond Coal

Department: Conservation / Coal Campaign

Reports to: Associate Organizers

Hours: Minimum 10 per week

With over 1.4 million members, the Sierra Club is one of our nation's largest grassroots conservation organizations. We seek to accomplish our mission statement, to explore, enjoy and protect the wild places of the Earth, through active education and promotion of the responsible use of the Earth's ecosystems.

Our year-round issue internships provide a hands-on opportunity to gain an in-depth understanding of the field of environmental protection and the specific role that the Sierra Club plays in it. An intern may be expected to conduct research, gather and analyze information, help develop background information on a specific issue, write summaries and fact sheets, engage with volunteers, plan and partake in field activities and prepare briefing materials, among many other tasks.

We especially seek interns interested in conservation work and have good communication and writing skills. Our normal intern rotations are in the fall, winter/spring, and summer but we are flexible with other starting dates

Job Activities/Scope: Interns will provide support to all aspects of the Beyond Coal Campaign. Past job activities have included conducting research and writing, assisting in outreach efforts, organizing program activities and events, preparing educational materials, providing administrative support, and contributing to program blogs and social media.

Required Knowledge and Skills:

- Excellent written and oral communication skills
- Demonstrated ability to research complex issues
- Ability to gather and synthesize complex information and communicate it in a clear and concise manner
- Ability to work well independently or in a team setting
- Ability to converse comfortably on the phone
- Strong attention to detail
- Experience with grassroots organizing and campaigns is a plus
- Possessing good time management and organizational skills
- Enthusiastic about moving Ohio beyond coal!

Compensation/ Pay: All Sierra Club internships are unpaid. Participants may be able to gain college credit for their internship.

To apply, please send resume and cover letter to: Neil.Waggoner@sierraclub.org with "Internship Application" in the subject line.



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