

**North Carolina Coastal Federation
Position Description**

TITLE: Northeast Intern

CLASSIFICATION: Temporary, Part-time, non-exempt

PAY: \$2,250 stipend paid in three installments

SUMMARY: The successful summer intern will complete 16 hours of work per week for ten weeks, June through August, 2022. The primary responsibility of the intern is to support coastal advocacy work at the local and state level, while assisting Federation staff with regional restoration projects. This may include representing the Federation at public meetings, staying informed on local policy and coastal management issues, reporting on local government agendas/planning documents from the perspective of a coastal advocate, and field work as needed. This position will also work on a special project during the internship which may include compiling research and/or communications materials about one of the Federation's restoration projects. In addition, the intern will receive professional development opportunities. This internship is located in the Federation's Northeast office in Wanchese.

PRINCIPAL RESPONSIBILITIES:

- 60% - Regional engagement and advocacy work
- 30% - Field work and restoration projects
- 10% - Professional development

COMPETENCIES:

- Preferred knowledge of NC's coastal habitats
- Enthusiasm for learning and engaging in local politics and advocacy surrounding conservation efforts
- Ability to work with a diverse group of coastal stakeholders and engage partners in restoration work
- Excellent public speaking, presentation, interpersonal, and team-work skills
- Skilled in the use of Word, Excel, PowerPoint, as well as GIS and social media platforms
- Strong personal environmental and work ethic

EDUCATION and EXPERIENCE:

- Preference will be given to interns who are working towards or have recently completed a Bachelor's degree in science, environmental studies or have equivalent experience. High school students with proven reliability and environmental interest will be considered.
- Experience working in and around the water and coastal environments
- Ability to lift 50 pounds and work in coastal environments

To Apply: Submit a cover letter, resume and three references by **May 13, 2022** to:

Mail

North Carolina Coastal Federation
3609 Highway 24 (Ocean)
Newport, NC 28570

Email

Alysonf@nccoast.org
Include *NE Intern* in the email subject line
NO PHONE CALLS PLEASE

Equal Employment Opportunity

The North Carolina Coastal Federation is committed to equal opportunity in employment. The Federation actively seeks and employs qualified persons, and administers all personnel policies and practices affecting its employees, without discrimination on the basis of race, color, religion, creed, national origin, sex, age, marital status, pregnancy, sexual orientation, physical or mental disability, medical condition, veteran status, political affiliation, ancestry, or other status protected by law.