



Curriculum and Research Intern Internship Description

About Northwest Earth Institute

Since 1993, NWEI has been leading the curious and the motivated to take responsibility for Earth. Our proven process of connection, reflection, and action changes you for good. Through discussion courses and the annual EcoChallenge, we help you engage your community in meaningful conversations that lead to "Aha!" moments about the way you live, work, create, and consume. The result is a life that is simpler, richer, and better -- for you and for Earth.

Commitment to Diversity, Equity, and Inclusion

We are committed to inspiring people to connect with their communities and work towards a healthy, just, and sustainable future. We believe that a successful sustainability movement must reflect the true diverse landscape of our communities. In our work, we make a conscious effort to include all community members at the table as we collect and share stories of change. We are committed to the principles of equal opportunity and diversity and to attracting and supporting a staff and board who represent the rich diversity of the communities we serve. We do not discriminate on the basis of race, religious creed, color, national origin, ancestry, gender, sexual orientation, age, marital status, veteran status, or mental or physical disability.

Location: St. Louis, MO (However, intern can work from anywhere in the US.)

Start Date and Duration: September 1, 2017-May, 2018

Purpose for this Position

The Northwest Earth Institute (www.nwei.org) seeks a highly motivated and reliable individual for our internship program. The Curriculum and Research Intern will work closely with the Director of Learning and the Director of Organizational and Higher Education Partnerships in developing and publicizing a new program on leading for change. The internship will last



nine months, starting in September 2017 and ending in May 2018. The Intern is expected to work part-time (approximately 10 hours per week). Hours are flexible between 8 am-5 pm, Monday-Friday. The NWEI offices are closed over the holidays in December, so the intern will not need to fulfill hours over that period of time.

Duties and Responsibilities

The Curriculum and Research Intern's job duties include, but are not limited to:

- Conducting research on sustainability, sustainability leadership, diversity, behavior change, and learning theory
- Pursuing permissions contracts with identified publishers/authors
- Proofreading and copy editing curriculum materials
- Compiling information into short, easy-to-read articles and reports
- Developing learning activities, action plans, and other themed curricula
- Writing author bios/by-lines
- Data analysis and entry
- Research and outreach related to discussion course launch

Compensation

The intern will receive a \$2000 stipend for their work. NWEI is also willing to assist students in receiving class/internship/practicum credit (if eligible through your university). Timing of stipend payments to be determined.

Application Instructions

For more information, please contact Lacy Cagle at lacy@nwei.org. To apply, send your resumé and a cover letter to lacy@nwei.org. Applications will be accepted until July 31 or until the position is filled.

If you are interested in a shorter internship, or completing just half of this internship, please note that in your application.

The Northwest Earth Institute is an equal opportunity employer and strongly encourages individuals from diverse backgrounds to apply. We seek qualified applicants without regard to race, color, gender, religion, national origin, age, disability, marital status, or sexual orientation.