



## Sustainability Education Intern, Fall 2018

### About Northwest Earth Institute

EcoChallenge is a program of Northwest Earth Institute (NWEI), a sustainability organization that provides innovative social and digital tools designed to change the way individuals live in and interact with natural and built environments. Since 1993, NWEI has based its programming on the idea that individual action compounds to larger, collective impact.

NWEI has served over 2,500 organizations nationally and over 225,000 individuals worldwide. After 25 years of service and 16 published books, NWEI continues to meet changing community needs through EcoChallenge, a custom-designed, online platform that extends the learning of our Discussion Courses and provides an innovative tool for assessing and shifting sustainability behavior.

### 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.

### About the Sustainability Education Internship

We are looking for a motivated, enthusiastic, sustainability-minded intern to help coordinate support and learning and engagement efforts for the 2018/19 academic year.

Northwest Earth Institute ([nwei.org](http://nwei.org)) seeks a highly motivated, creative, and reliable individual for our internship program. The Sustainability Education Intern will work closely with the Director of Learning and the Director of Membership & Engagement in developing and publicizing our EcoChallenge and Discussion Course programs for 2019. The internship will last one year, starting in September 2018. The Intern is expected to work part-time (approximately 10 hours per week). Hours are flexible between 8 am-5 pm, Monday-Friday

**Internship Responsibilities:** The Sustainability Education Intern's job duties include, but are not limited to:

- Conducting research on sustainability, climate change, environmental justice, and diversity
- Conducting research on and applying behavior change and learning theories to NWEI programs
- Pursuing permissions contracts with identified publishers/authors
- Proofreading and copy editing program materials
- Compiling complex information into short, easy-to-read articles and reports

- Data analysis and entry
- Outreach related to program launches, including Fall 2018 EcoChallenge and April 2019 Drawdown EcoChallenge
- Working with outreach staff to research businesses, green team leaders, sustainability coordinators, community organizations, and colleges and universities to participate in Discussion Courses and the Fall 2018 and April 2019 EcoChallenges
- Monitoring the Fall EcoChallenge event social feed to choose featured participants, offer encouragement, and capture transformative EcoChallenge stories.

**Skills required:**

Candidates must be detail-oriented, self-directed, and able to manage multiple tasks while adhering to timelines. Solid writing and research skills required. Volunteer or work experience in the environmental, community organizing, sustainability education, or communications fields preferred.

**Time Commitment:**

The Intern is expected to work part-time (approximately 10 hours per week). Hours are flexible between 8 am-5 pm, Monday-Friday The candidate and NWEI staff will collaboratively establish a clear schedule before work begins.

**Compensation:**

The intern will receive a \$2500 stipend for their work. NWEI is also willing to assist students in receiving class/internship/practicum credit (if eligible through your university).

**Application Instructions:**

For more information, please contact Lacy Cagle at [lacy@nwei.org](mailto:lacy@nwei.org). To apply, send your resumé and a cover letter explaining your interest in the position to [lacy@nwei.org](mailto:lacy@nwei.org). Applications will be accepted until the position is filled.