Summer 2016 Internship Posting:

Writing and Communications Intern
Sustainability Interns Program
Office of Sustainability at the University of Maryland

Description: A Writing and Communications Intern is needed to enhance the Office of Sustainability’s online presence and promote campus sustainability efforts. Responsibilities include developing content for the campus sustainability website and newsletter (www.sustainability.umd.edu), such as documenting campus sustainability news and events through written summaries, photographing new projects and events, maintaining the Office of Sustainability’s Facebook, Twitter and Instagram pages. The intern will also help the Office of Sustainability with writing and editing the 2016 edition of the SustainableUMD Magazine.

The Communications Intern will work 10 hours per week throughout the summer 2016 semester.

Qualifications: The Communications Intern must be an excellent writer, able to summarize complex topics into succinct articles. Photography skills or an “artistic eye” preferred to help the Office document campus events and projects. Familiarity with Dreamweaver, InDesign and Photoshop is a bonus. Knowledge of Facebook, Twitter and other social media platforms preferred. Journalism and Communications students are strongly encouraged to apply though students in all majors with the requisite skills will be considered.

Prerequisites: Interns must be a current University of Maryland graduate or undergraduate student with at least sophomore standing. A minimum 3.0 cumulative GPA is recommended. Interns are expected to have a strong interest in sustainability, a professional work ethic, and a desire to make the campus more sustainable. In addition, interns must be disciplined and self-motivated as they will take the lead on their own projects.

Internship Credit: Academic credit is available for internships. Students must talk with their academic advisor to see if internship credit is available through their academic department for this internship. If credit is not available through the student’s home department, internship credit may be available through other departments. Students must satisfy the specific internship requirements of the supporting academic department to earn credit, which typically involve 120 hours of work and a significant writing assignment, in addition to an Activities Log and a Letter of Evaluation from the on-site supervisor. Students are responsible for covering the tuition-related implications of accepting the internship. The Office of Sustainability cannot pay for course credits.

To Apply: Please send a cover letter and resume to sustainability@umd.edu. The one-page cover letter should address the following questions: Why do you want to be a sustainability intern? What are your qualifications for the Writing and Communications Intern position? What are your plans for after graduation?

Deadline to Apply: Friday, April 8. Position will remain open until filled.