

Watershed Management Group

Position Description

Position Title: Green Infrastructure Internship

Supervisor: Charlie Alcorn, Program Coordinator

Status: Internship, part-time

Hours: 10 hours/week

Benefits: Alternative transportation benefits, free admission into our Field Studies classes, 50% off the Water Harvesting Certification course while an intern or up to a year after the internship has been completed.

Summary:

The Green Infrastructure intern will work alongside the program coordinator to organize events for the Green Living Co-op and Monsoon Squad program, perform regular administrative duties and will develop educational materials related to both programs. Time will also be spent working alongside the co-op field staff helping to install various water harvesting systems. The intern will be able to learn firsthand how the implementation of water harvesting systems supports communities in climate adaptation, resiliency, and sustainability. The intern will be given regular coordinating and communications duties and will also be responsible for working on month/semester long projects such as assisting in organizing larger events and developing educational materials that apply the knowledge they will develop working with Co-op field staff. There's opportunity for the intern to explore how community watershed planning efforts can shape city code, acquire or hone design skills to implement water harvesting systems, and learn hands-on techniques to implement water harvesting systems.

Duties & Responsibilities:

Green Living Co-op (60%)

- Perform regular duties such as entering project metrics and creating events through our CRM software and website
- Work alongside Co-op field staff assisting with implementation of water harvesting systems
- Develop educational materials related to experience working with field staff
- Assist with coordinating the Homescape Harvest Tour and Tucson Craft Beer Crawl
- Seek new ways of engaging community members with rainwater harvesting

Monsoon Squad (30%)

- Assist in monthly reporting for Monsoon Squad
- Help organize quarterly events and educational opportunities for volunteers
- Assist with site maintenance as needed

Other Activities (10%)

- Participate in various administrative duties related to community outreach and development

Job Requirements

- Interest and support of WMG's mission.
- Ability to work independently.
- Familiarity with Adobe design software.
- Excellent communication and writing skills.
- Promptness and sound organizational skills.
- Proficient in Google Docs, Microsoft Office Suite, and social media.

Preferred Experience

- College degree or currently enrolled in a degree program related to community organizing, environmental education, communications or a related field.