



PROGRAM & RESEARCH INTERN | GENERATION 180

THE ORGANIZATION:

Generation 180 is a nonprofit committed to advancing the transition to clean energy and supporting a cultural shift in energy awareness among individuals and communities. We accomplish this through inspiring and educational content, engaging action campaigns, and an empowered group of volunteers.

ABOUT THE ROLE:

As part of a rapidly growing organization, interns will have the unique opportunity to significantly impact the growth and execution of the organization and its activities. Internships are intended to have a strong educational element, helping students and/or recent graduates grow professionally and personally as they help the organization develop with independent projects and assignments.

JOB DUTIES:

Generation 180 is seeking dynamic undergraduate-level interns from a wide range of disciplines to support the Generation 180 team in the following ways:

- **Program Operations** (approximately 40% of workload)
 - Assist in the creation and compilation of program resources/content, outreach to program participants and partners, and management of digital program assets
- **Research** (30%)
 - Conduct desktop research and analysis to create reports on a breadth of subjects ranging from clean energy technology to behavior change methods to digital marketing techniques
- **Volunteer Management** (25%)
 - Support existing chapters in their current projects, help source and seed new chapters, and plan volunteer events
- **Office Management** (5%)
 - Manage office logistics and administrative tasks as needed

BASIC QUALIFICATIONS:

- Flexible: able to wear many hats as part of a small, fast-moving team, own tasks outside of your job description, and are comfortable operating under a degree of ambiguity
- Outstanding oral and written communication skills
- Care deeply about Generation 180's mission
- Excellent collaborative skills and a good sense of humor

PREFERRED QUALIFICATIONS:

- Relevant experience/pursuing a course of study in any of the following fields: marketing/communications, energy and the environment, business, political science, social sciences or a related field

(Any of the following)

- Experience in project or program management
- Experience in conducting primary and/or secondary research and creating reports
- Experience in the execution of creative content (e.g. copywriting, graphic design, video production)

TO APPLY:

Please submit resume, cover letter, and writing sample specific to this position to careers@generation180.org. Please include "2018 Program & Research Intern" in the subject line of your e-mail.