



Community Engagement Amplifier Internship

About ECOSLO: The Environmental Center of San Luis Obispo (ECOSLO) is a local non-profit organization dedicated to protecting and enhancing the natural environment through community-based action, advocacy, and education.

ECOSLO creates and supports resilient, healthy natural systems and life styles in San Luis Obispo County. We are committed to a sustainable future while working to improve the quality of life and economic vitality in our communities.

Through education, advocacy, and community building, ECOSLO acts to protect the natural environment and environmental health of the Central Coast. We support renewable energy, energy conservation and efficiency, sustainable agriculture, green building and the local economy to promote sustainable economic development, protection of agricultural lands and open space, social equity, environmental justice and protection of our natural environment.

About internship: ECOSLO is currently seeking 1 or 2 interns for our volunteer programs in engaging the community for volunteer events. This role will be the main contact between our volunteers who lead hikes in the City of San Luis Obispo and the main contacts for groups that volunteer for trash pick-up or trail maintenance within SLO County. Requirements include but are not limited to: volunteer recruitment, connecting with individuals and group, event execution, posting to media outlets, after-event follow up and managing information on our website. This is an ideal position for someone who is outgoing, likes events and is detail-oriented. Additionally, this would be a good fit for someone who wants to become familiar with working with volunteers, expanding community engagement and helping to grow the volunteer program for a non-profit organization. This person will also gain experience in environmental work and become involved with the San Luis Obispo community.

All internships are unpaid.

Internship requirements:

- Commitment of at minimum 6 months
- Ability to work 10-15 hours a week, typically between the hours of 10am and 4pm Tuesday through Thursday, with some remote work time available.
- Ability to attend volunteer events - typically on Saturdays from 9am-noon
- Ability to work in an office environment and lift 25lbs

Qualifications:

- Computer literate (Microsoft Word & Excel, Gmail, Google Drive)
- Outgoing and friendly personality
- Comfortable with connecting and engaging volunteers and community members, via phone, email and in-person
- Interest in planning volunteer events
- Ability to recruit volunteers
- Interest (and/or experience) in learning how to grow expand a program
- Detail-oriented
- Clear and concise writing and speaking skills
- Self-motivated
- Responsible and organized
- Able to handle general administrative assignments (answering phones, responding to emails, etc.)
- Reliable transportation

Preferred but not required skills:

- Familiarity with media outlets and social media sites. Experience in professional posting preferred.
- Preferred experience in Wordpress
- Preferred experience in Salesforce or a CRM

To apply, email your resume and cover letter describing your interest in the Community Engagement internship position to: info@ecoslo.org