Education Outreach Intern

The National Wildlife Federation Pacific Regional Center in Seattle is looking for an Education Outreach Intern to assist the education staff with promoting environmental stewardship and engaging communities, and partners in opportunities that help develop community stewards, supports sustainable environmental education, and restores/protects wildlife habitat.

NWF is a non-profit organization that strives to protect and restore areas for wildlife for future generations by offering a variety of programs such as Community Wildlife Habitats, and the Great American Campout which promote wildlife habitat conservation at home, and in the community and engage citizens to take action and get involved in protecting wildlife.

**Intern Duties**
- Support and increase the involvement of the Community Wildlife Teams
- Write and send out monthly volunteer newsletters
- Attend scheduled outreach events
- Assist in educational trainings
- Continue and further existing partnerships with local organizations
- Research local educational and outreach opportunities
- Communicate, coordinate, and support existing volunteers
- In-kind donation request phone calls

**Preferred Qualifications**
- Passion for environmental topics such as wildlife management, conservation, biology, or similar
- Familiarity with outreach events, material creation, and/or outreach participation
- Experience giving presentations, lessons, and/or activities targeted towards educational advancement
- Excellent writing and communication skills
- Ability to work independently
- Carry and move up to 50lbs of outreach/education materials
- High School Diploma or GED
- Experience using Microsoft Office Suite programs
- Partial access to a safe and reliable vehicle for outreach events

**Time Commitment (flexible and negotiable)**
The position will last from mid-June through mid-September and includes 15-20 hours of weekly work that will be spent at the Seattle office, outreach events, and educational programs with a possibility of partial telecommuting.

**Benefits**
The intern will receive mileage reimbursement, possible school internship credit (pre-arrangement necessary), and an official NWF shirt for work activities.

To apply please send a resume and cover letter to Sarah Lane by May 15th, 2016. Qualified applicants will be contacted by June 1st to schedule an interview.

Sarah Lane, Washington Education Outreach Coordinator  
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