

SAMPLE INTERNSHIP DESCRIPTION – NOT CURRENTLY OPEN – FOR INFORMATION ONLY

Oregon Conservation Network Internship Oregon League of Conservation Voters

Oregon Conservation Network Voters is looking for an unpaid intern to support the Director of the Oregon Conservation Network. To protect and enhance the health of Oregon's environment, the Oregon Conservation Network brings together the conservation community and builds political power to translate our priorities into legislative action. For 2011, OCN's focus will be on passing its Priorities for a Healthy Oregon, while defeating any Major Threats that develop during the session. Starting date: ASAP.

Primary Job:

Responsibilities: Coordinating and help with recruitment for a January rally/media event in Salem; Working with the groups/coalitions behind each OCN Priority to assist with grassroots contact with legislators (mini-Lobby Days, phone banking, canvassing, etc.); Research policy and track key bills; Maintaining the OCN database on OCN group members; collection of membership and maintenance of the OCN web page; Social media.

Description:

Capabilities preferred: Experience recruiting, managing, and working with volunteers; Knowledge of environmental issues and Oregon environmental groups; Demonstrated writing experience, particularly for email/web; Experience working with coalitions; Experience working with computers, including database and email technology.

Qualifications:

Salary: Volunteer

Contact: Meredith Shield

Application Process: Send resume and cover letter to: meredith@olcv.org. www.oregonpriorities.org.