



Nature Collective

CONNECT. EXPERIENCE. PROTECT.

Outreach Intern Description

Reports to: Development + Outreach Manager

Location: Encinitas, CA

Salary: This is a volunteer position with a \$1000 stipend to cover incidentals

Status: 15 hours (10 hours in-person / 5 hours remote) Occasional weekends and evenings.

January 28 - April 29, 2022

Position Summary:

The Outreach Internship provides enthusiastic and detail-oriented individuals an opportunity to gain experience in creating social media content to engage with Nature Collective's audiences, developing outreach materials, and event planning in a nonprofit setting. The internship will focus on promoting Nature Collective's mission and vision through social media and outreach events.

Responsibilities:

- Work with the Outreach team to meet content goals on social media by gathering content for Instagram, Facebook, Twitter, and YouTube.
- Assist the Outreach team in planning and creating materials for outreach events including Love Your Wetlands Day and Earth Day.
- Attend community outreach events as a representative of Nature Collective and promote opportunities for being involved.

PO Box 230634 Encinitas, CA 92023-0634 | T 760.436.3944 | naturecollective.org

501(c)(3) Tax ID: 33-0358660 | Printed on recycled paper.

Qualifications:

- Passionate about connecting people with nature, inclusivity, and conservation
- Interest in creative content, social media, nonprofit outreach, or related field preferred.
- Knowledge of and experience working with Facebook, Twitter, Instagram, and YouTube.
- Experience creating compelling visual content, including video content.
- Outgoing personality
- Strong organizational and time-management skills
- Self-motivated

Physical Requirements:

- Prolonged periods sitting at a desk and working on a computer.
- Must be able to move up to 25 pounds at times.
- Must be able to hike up to 3 miles on moderately difficult trails in outdoor environments with uneven terrain.

Other Requirements:

- Provide own transportation. Use the personal vehicle to transport outreach materials to multiple sites in San Diego County.





Submit this application, a cover letter, and resume to volunteer@thenaturecollective.org, Subject: Outreach Intern. Applications will be accepted through January 20, 2022. Interviews will be scheduled the week of January 24, 2022. The start date will be January 28, 2022.

Nature Collective

Internship Application

Applicant Information

Full Name: _____ Date: _____
Last First M.I.

Address: _____
Street Address Apartment/Unit #

City State ZIP Code

Phone: _____ Email _____

Date Available: _____

Internship Applied for: _____

Are you a citizen of the United States? YES NO If no, are you authorized to work in the U.S.? YES NO

Have you ever worked for this company? YES NO If yes, when? _____

Have you ever been convicted of a felony? YES NO

If yes, explain: _____

Education

High School: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Diploma: _____

College: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Degree: _____

Other: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Degree: _____

References

Please list three professional references.

Full Name: _____ Relationship: _____

Company: _____ Phone: _____
Address: _____

Full Name: _____ Relationship: _____
Company: _____ Phone: _____
Address: _____

Full Name: _____ Relationship: _____
Company: _____ Phone: _____
Address: _____

Previous Employment

Company: _____ Phone: _____
Address: _____ Supervisor: _____
Job Title: _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: _____
Address: _____ Supervisor: _____
Job Title: _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: _____
Address: _____ Supervisor: _____
Job Title: _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Disclaimer and Signature

*I certify that my answers are true and complete to the best of my knowledge.
If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.*

Signature: _____ Date: _____