



## Butte Environmental Council Internship Opportunities –Spring 2019

BEC is a nonprofit environmental organization based in downtown Chico. Our mission is to protect and defend the land, air and water of Butte County and the surrounding region through action, advocacy and education. Since 1975, BEC has had a significant voice in shaping the environment and policies of Butte County and beyond.

BEC has office space just west of downtown Chico, next to Azad's Martial Arts on Walnut Street. Interns and volunteers will be provided work space in the BEC office as needed and will have opportunities to earn credit for hours in and out of the office. Interns will have a focus area but will also have opportunities to work with a variety of programs, projects, and events at BEC and will get a varied and diverse experience.

### **BEC has openings for the following positions:**

- Environmental Art & Education Coord.
- Endangered Species Faire Event Planning Assistant
- Events Intern Coordinator
- Watershed Intern
- Energy Conservation Intern
- Public Relations/ Social Media Intern
- Nonprofit Management Intern
- Neighborhood Tree Planting Intern

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### **Environmental Art & Education Coordinator**

Each spring on the first Saturday in May, BEC hosts the Endangered Species Faire, an educational festival in Bidwell Park. Hundreds of kids from local schools participate in a children's puppet parade that day. This intern would help coordinate and schedule in-class workshops for participating schools. This involves contacting teachers, scheduling workshops, and going into the classroom to teach kids about endangered species and help them make their own papier mâché puppet. This is ideal for someone with artistic or craft skills, or someone who wants to teach or work with kids.

### **Endangered Species Faire Event Planning Assistant**

This position will work closely with the Program Manager in all aspects of planning a major community event. This position will provide hands on experience in all aspects of event management, from permits, donor solicitation, community collaboration, volunteer organization, and more. This position requires attention to detail, leadership skills, personal accountability for deadlines, and the ability to lead other interns and volunteers.

### **Events Intern Coordinator(s)**

We have several large annual events and many smaller events, from community cleanups to

fundraisers, and festivals for children. Each spring or fall, we have plenty of hands-on opportunities for 2 - 3 people to work on event planning, either as a team or independently. In the spring, BEC focuses on the Environmental Coalition Gathering, the Endangered Species Faire (held the 1<sup>st</sup> Saturday of May), as well as preparing for the Chico Bike Music Festival, held in June.

### **Watershed Intern**

Watershed interns at BEC have the opportunity to acquire a deeper understanding of watershed function by collaborating with local leaders and the Watershed intern will assist the watershed program coordinator at community events, *Rain Barrel workshops* and *Block Parties with a Purpose* event series. We are looking for students interested in participating in a variety of activities such as writing press releases, creating educational materials, and conducting research on behalf of the local watersheds. This internship provides a hands-on project experience as well as a chance to understand how a non-profit runs. **Must be available the First Saturday of February to April (mornings).**

### **Energy Conservation Intern**

BEC's energy conservation education program educates the public about ways to save money,

energy, water and natural resources. We are looking for an individual who loves public speaking, to help coordinate and staff a booth at public events and classroom visits. Training on energy conservation will be provided.

**Public Relations / Social Media Intern**

Ideal for a PR/Journalism student but can also be a great fit for Marketing or Communications majors. The PR intern will work closely with the Executive Director and the Marketing & Communications Coordinator on all media and publicity pieces, from press releases and PSAs, to updating the website, social media, newsletters and tracking our media coverage. The role is primarily focused on publicity and marketing efforts. Strong writing skills are a must. Additional skills such as graphic design, video, marketing and public outreach are welcome assets for the person in this position.

**Nonprofit Management Intern**

Are you interested in learning how nonprofits operate? This intern will work closely with our Business Manager and learn the business of running a nonprofit community-based organization. From fundraising to donor cultivation, seasonal outreach campaigns and grant management, this internship will provide a hands-on opportunity for anyone interested in the administrative side of a nonprofit. We're looking for a candidate who is detail-oriented, has good phone skills and can multi-task.

**Neighborhood Tree Planting Intern**

This internship will provide an opportunity to help plan and execute a large tree planting volunteer day. This intern will be expected to create outreach and education material, help plan and execute a community volunteer day, door to door outreach, and coordinate all entities involved in tree plantings.

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For general inquiries about our internship program, contact Angel Gomez.

We'll set up a placement interview where you can meet with the program manager to learn more about the position or consider multiple positions at BEC.

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