



**ENVIRONMENTAL  
INNOVATIONS**

**Environmental Innovations (EI) is looking for a Monterey Bay Area Outreach Intern**

**Position:** Monterey Bay Area Field Intern at Environmental Innovations (learn at [environmentalin.com](http://environmentalin.com))

**Status:** Part-time, paid internship (stipend)

**Location:** varies

**Schedule:** Flexible. However, must be available during typical work week hours in blocks of at least 4 hours

**Pay:** \$500 stipend for 5 credits; \$1,000 for 12 credits

Do single-use plastics and water pollution bum you out? Do you like the idea of helping businesses understand how to recycle and compost more? Or how to reduce their carbon footprint?

Then consider this internship!

The primary role of the Outreach Intern is to help businesses be in compliance with environmental ordinances and complete the Green Business program. Key responsibilities include environmental outreach and education to businesses, organizing meetings and other events, providing sustainability technical assistance to businesses, customer service and sales within the business community, data analysis and reporting, and social media and marketing. **Spanish speaking is a strong consideration for this position.**

In an average week the intern will:

- Visit and call individual businesses
- Complete environmental audits taking surveys, photos, and notes onsite
- Keep records and track quantitative information related to how many people reached and impacted.
- Help organize and table at events
- Complete administrative and inventory tasks as needed

**Requirements:**

- Outgoing, salesy personality
- Strong written and verbal skills
- Strong time management and organizational skills
- Interest in sustainability
- Spanish speaking is a strong consideration for this position.

**TO APPLY:** Please provide the following to Saburi Sai at [ssai@environmentalin.com](mailto:ssai@environmentalin.com)

- 1) A brief cover letter describing your interests and relevant experience
- 2) A resume detailing your academic status, contact information, skills, any work or volunteer experience you may have
- 3) A list of all time blocks of four or more hours that you are available within 9-5pm on weekdays. E.g. "Monday 1-5pm, Friday 9-1pm", etc.