Intern/Volunteer Job Description

Job Title: Ocean Conservation Intern/Volunteer

Location: Ocean Champions HQ in Capitola, CA

Time Commitment: 12-20 hours per week

Summary of Position:
The Ocean Conservation Intern/Volunteer Position is designed to introduce college-level individuals to working in the non-profit political sector of ocean conservation. Intern will be exposed to a broad range of legislative and electoral work in support of Ocean Champions’ mission.

Supervisor: David Wilmot, Ph.D., President and Co-Founder, Ocean Champions

Organization: Ocean Champions

Duties:
1. Research relevant and current ocean legislative issues
2. Increase organizational revenue prospects by identifying and researching potential major donors
3. Draft position papers and other media supporting efforts around key ocean legislation
4. Publishing media across a range of channels
5. Engagement with other ocean-focused NGOs on ocean issues
6. Other duties as assigned on a time-available basis

Qualifications and Expectations:
1. Minimum commitment of 12 hours per week in Ocean Champions Capitola office and/or from home
2. Insatiable curiosity about ocean and environmental issues, political systems and legislative processes, and campaign development
3. Excellent research, writing, communications and analytical skills
4. Excellent interpersonal skills
5. Independent work style requiring minimal supervision
6. Proficiency in computers with working knowledge of Microsoft Word and Excel as well as internet research and web navigation skills.

Benefits:
1. Exposure to non-profit political communications, legislative and electoral work
2. Opportunity to develop robust communications materials around complex issues
3. Opportunity to help drive legislative victories in the 112th congress, and thus to make a difference for the ocean
4. College credit, if appropriate
5. Letters of recommendation provided upon successful completion of the internship

To apply: please send a cover letter, resume and a brief description of why you are interested in this position to: hr@oceanchampions.org