Paid Internship Opportunity

**Title:** Outreach Intern  
**Status:** Part-time, 10-12 hours per week  
**Internship Dates:** January 18 to May 6, 2016 (16 weeks)  
**Wage:** $9.00/hour

The Friends of Gold Butte is looking for a part-time intern to assist with business and community outreach in support of permanent protection for Gold Butte.

The Friends of Gold Butte is a 501(c)3, Nevada non-profit organization. Our mission is to achieve permanent protection for Gold Butte’s natural and cultural resources. We work to protect, explore, and restore Gold Butte through education, community outreach, and advocacy.

Intern Responsibilities:

- Become familiar the Gold Butte area and on-going conservation efforts
- Outreach and communication to potential and existing supporters about the need to protect Gold Butte
- Engage with potential and existing business supporters via phone, email, and social media
- Provide staff support for tabling at outreach events
- Collection and data entry of petition signatures
- Assist on guided outings in Gold Butte and follow up with participants
- Write letters to the editor that support protecting Gold Butte
- Write newsletter articles

Qualifications:

- Personable, polite, and proactive demeanor when talking to strangers in public settings and on the phone
- Good writing and communication skills
- Attention to detail for data entry
- The ability to use MS office suite and Google email and docs programs
- The ability to use, or learn, social media platforms such as Facebook, Twitter, and Instagram
- The ability to work independently
- The ideal candidate will possess an appreciation for outdoor places and will support land conservation efforts in Gold Butte

To Apply:

Please send a cover letter and resume to info@friendsofgoldbutte.org by December 24, 2015. In your cover letter, please explain why you are interested in land conservation.