Internship Title: Waterkeeper Alliance Intern

Internship Site: 180 Maiden Lane, Suite 603, New York, New York

Description: Waterkeeper Alliance is a global movement uniting more than 300 Waterkeeper organizations around the world and focusing citizen advocacy on the issues that affect our waterways, from pollution to climate change. Waterkeepers protect more than two million square miles of rivers, streams and coastlines in the Americas, Europe, Australia, Asia and Africa. Waterkeeper Alliance’s Internship Program is a unique opportunity for students to gain hands-on experience working within a global grassroots environmental movement. During this program, the intern will engage in projects to hone a wide range of skill sets, including investigative research, original report writing, and analysis of global water organizations and issues. Specifically, the intern will help the organization develop and refine new metrics to measure results across the organization and global movement. To facilitate this goal, the intern will engage in a deep dive into the organization’s existing metrics, conduct a competitive landscape analysis, develop a strategic proposal for future metrics, and begin to implement the new strategy.

Desired qualifications/skills/coursework:

- Excellent communication, organizational, and time-management skills with a high attention to detail;
- High level creative thinking skills and an excitement for taking on challenging projects;
- Ability to work independently and multitask effectively;
- Proficiency with Google applications and internet-based research;
- Environmentally aware and passionate;
- Knowledge of global water organizations and issues; and,
- Dependable, positive attitude, and a sense of humor

Eligibility: Rubenstein students who will have completed their sophomore or junior year by May 2020 are eligible to apply. Students graduating May 2020 are not eligible to apply.

Supervision: The Intern will be supervised by the Executive Director

Start and End Dates: Mid-May – Mid-August, 2020 (exact start/end dates are negotiable)

Total Hours: 20 hours/week, 12 weeks

Compensation: $12.50/hour

How to apply:
1. Click the following link to view the Rubenstein Perennial Internships in Handshake
   https://uvm.joinhandshake.com/employers/226837
   a. If asked to log in: click “UVM Net ID Login” & login.
   b. Click the Favorite button to enable easier searches in the future.

2. Click “View All Jobs” in Jobs at Rubenstein Perennial Internship Program box on right side of page.

3. You should now see the great Perennial internship opportunities! Click “View Details” to learn
   more about each position.
   a. Please do take the time to read through each individual description so that you don’t miss
      a great opportunity by judging an internship solely on its title.
   b. You may apply for up to three Perennial Internships.
   c. All applications are due by 11:59pm, Wednesday, January 29th, 2020.

4. You’ll need to upload all required documents in Handshake before you can apply for any
   Perennial Internship:
   a. Click on your name at top right of screen in Handshake.
   b. Select Documents.

5. Please upload documents as pdfs. The following are required documents:
   i. Resume.
   ii. Cover Letter - You should write & upload unique cover letters for each position to
       which you are applying to.
   iii. Transcript - Login to your My UVM Portal, click on the Registrar link, click Request
       Official Transcript by email, once received, save it as a pdf and upload.
   iv. Other Required Documents - Reference(s) & Position Ranking - in one document,
       please include & upload:
       1. Reference(s) – Provide name & contact information for at least one
          professional reference. This could be someone who supervised you in a past
          work/internship/volunteer position, a professor or teacher, etc. The person
          listed should NOT be the person also completing your recommendation
          form.
       2. Position Ranking - If you are applying for more than one Perennial
          Internship, provide a list of the positions in rank order.

6. In addition to the documents you will need to submit, a recommendation form completed by a
   Rubenstein faculty, graduate student or staff member of your choosing. When you ask your
   recommender if they are willing to complete the form to support your application, please provide
   your recommender this link to the recommendation form
   a. Only one recommendation form needs to be completed regardless of how many Perennial
      Internships you are applying for.
b. Your recommender will complete & submit this form online and then your recommendation will be confidentially added to your application(s). This recommendation form needs to be submitted by the January 29th deadline.

7. Make sure that your resume and cover letter(s) are as strong as they can be! Utilize the resources around you:

   a. The Rubenstein Stewards are great at reviewing resumes/cover letters and providing helpful feedback – stop by Aiken 111.

   b. Stop by the Food, Environment & Sustainability Career Interest Group Drop In Hours in the Career Center (204 Davis Center): Tuesdays, 10:30am – 12pm and Wednesdays, 1:30pm-3pm

   c. Stop by Anna Smiles-Becker’s (Rubenstein Career Counselor & Internship Coordinator) office (Aiken 220G) to sign up for a resume/cover letter review appointment.

8. A team of Rubenstein faculty and staff will be reviewing all submitted applications and forwarding materials onto each Perennial site. If you are selected to interview for a Perennial Internship, you will be contacted by the site to set up an interview during early-mid March.