Oregon BEST Internship Opportunity – Media & Outreach Intern

**Deadline:** Open until filled.

**Start date:** As soon as possible after hiring decision.

Oregon BEST ([www.oregonbest.org](http://www.oregonbest.org)) is the nexus for clean technology innovation. We build capability, convene collaborations, and accelerate the solutions to environmental challenges that deliver prosperity in all corners of Oregon.

Oregon BEST seeks to hire an intern to work closely with Oregon BEST’s Director of Collaborative Innovation in the execution of Oregon BEST’s communications plan.

Work schedule to be negotiated during normal business hours. 12-15 hours per week. We are looking for an intern who will be available through June 2016.

Depending on the skills and experience of the interns hired, the specific projects/tasks may include:

- Record and edit informational/promotional videos about cleantech startup companies and university research supported by Oregon BEST investments. See [Oregon BEST YouTube page](http://www.oregonbest.org) for examples.
- Helping to push and track staff outreach
- Support tasks related to event and meeting planning and execution.
- Assist in outreach and communication about Oregon BEST programs through the Oregon BEST website and email communication platform.

The internship is open to graduate or undergraduate students, with selection based entirely on demonstrated qualifications.

Successful applicants will have some combination of the following qualifications:

- Familiarity with website content management and web-based email marketing tools.
- Ability to produce and edit videos, including skills with necessary software and equipment.
- Basic knowledge of and interest in science and/or engineering concepts related to energy, environmental, green building, water and/or other clean technologies.

All candidates should have the following:

- Very strong organizational skills and detail orientation
- Strong project management orientation with project management experience highly desirable
- Strong written and verbal communication skills and ability to be assertive to get things done
- Comfortable working independently
- Commitment to principles of sustainability

**Duration:** December 2015 - June 2016
**Compensation:** Graduate students: $1500 per term/$500 per month; Undergraduate students: $1200 per term/$400 per month (depending on the day and month that you begin the internship)

This position is being funded through the generous support of donors and the Institute for Sustainable Solutions to the Sustainability Internship Program (http://www.pdx.edu/sustainability/sustainability-internship-program) for the support of student career pathways in sustainability.

**Application:**

This position requires current enrollment as a PSU student. To confirm that you are formally admitted and enrolled, please email your full name and student ID to vancem@pdx.edu. Include the name of the internship you are applying for in the subject line. Once your status is confirmed, you will receive the full application instructions via email.