



**Job Title:** CoalitionWILD Global Outreach Intern  
**Employer:** WILD Foundation, however this is a remote position  
**Job Status:** Part time 2016 Intern: 8-12 hours per week, college credit available  
**Reports to:** Crista Valentino, Director of CoalitionWILD  
**Start Date:** Position open until filled  
**Process:** To apply, submit a PDF file of your cover letter and resume by email to [getinvolved@coalitionwild.org](mailto:getinvolved@coalitionwild.org) with the subject: "Last name," "First name": Global Outreach Internship

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### **OUR MISSION AND VISION**

CoalitionWILD galvanizes and connects the world's young change makers to tackle our planet's greatest conservation and sustainability challenges. We work to elevate and drive forward innovative and inspiring projects by offering the connections, opportunities and tools to do so. We envision a world where new generations are continuously energized, empowered and equipped to find and implement ways for people and nature to thrive together. Our vision is a world where young people have a voice for change and the tools available to make it happen. [www.coalitionwild.org](http://www.coalitionwild.org)

### **BACKGROUND**

In 2 years, CoalitionWILD has established an international network, and movement of young visionaries sharing real-world solutions that address some of the biggest problems facing our planet. With over 7,000 members and supporters, and 30 Ambassadors situated around the world, the momentum-building phase of this project has successfully laid the groundwork for local level implementation. CoalitionWILD is a core program of the WILD Foundation, a 501(c)(3) organization based in Boulder, Colorado, USA. Learn more about the WILD Foundation at [www.wild.org](http://www.wild.org).

### **EXPECTATIONS FOR ALL INTERNS**

Support the CoalitionWILD mission and exhibit a commitment to:

- Working collaboratively, with integrity and respect for fellow interns, employees, associates, and our communities
- Embracing personal responsibility & accountability for your role with CoalitionWILD



## **INTERNSHIP PURPOSE**

The Global Outreach Intern is responsible for assisting CoalitionWILD with programmatic creation, development and facilitation that advances various CoalitionWILD project and outreach goals.

## **PRINCIPAL RESPONSIBILITIES**

- Assist CoalitionWILD Director in developing and facilitating Ambassador program
- Facilitate outreach to further grow CoalitionWILD Alliances
- Collaborate with Director on new ideas and tools for engaging new audiences
- Develop standards, structures, and tools to better communicate with current members, Ambassadors and collaborators
- Research and create best practice guidelines and methodologies for programs
- Create engaging outreach materials, such as infographics.
- Facilitate translation of materials into other languages

## **DESIRED SKILLS AND ABILITIES**

- Excellent written and oral communication skills with strong attention to detail.
- Able to work both independently and as part of a team.
- Proficient with MS Office suite (Word, Excel, PowerPoint), Adobe Acrobat and WordPress. Experience with InDesign and PhotoShop desired but not necessary.
- Good organizational skills and ability to handle multiple tasks and roles, patiently and professionally.
- Ability to work with culturally diverse colleagues and partners.
- Organized, creative, resourceful, critical thinker, results-oriented, and self-motivated. Environmentally concerned and aware.
- Passionate about CoalitionWILD's mission and vision.

## **MINIMUM QUALIFICATIONS**

- Must be 18 or older.
- Preference for those with a desire to work internationally to develop and further goals that create a better future for our planet.

## **COMPENSATION AND BENEFITS**

- This is an unpaid, remote internship; however you will complete 50 or more documented hours of professional marketing and communications.
- CoalitionWILD is willing to fill out required forms for school credit, act as a reference for Intern, and/or write a letter of recommendation if needed.
- Successful interns may have the opportunity to extend the internship if they desire.