



Position: Summer Internship: Sustainability Education

This internship provides a diverse set of experiences appropriate and meaningful to a broad range of areas of study, from Environmental Science, to Communications, to Education and Public Policy.

Organization: Do you want to spend your summer addressing one of the most pressing issues of our time? Our climate is changing. Humans need to prepare and adapt in ways that are resilient and equitable. The [Children's Environmental Literacy Foundation \(CEL F\)](#) is tackling this challenge by preparing K-12 students to become our future problem-solvers. CEL F's mission is to make sustainability as an integral part of every child's K-12 learning experience and we do that by training teachers. Our goal is for students to understand and appreciate the interconnections between. Our flagship Summer Institute in Education for Sustainability draws educators from across the country to dive into issues like how to balance a stable economy, a healthy environment and equitable social systems.

Internship Location: 200 Summer Lake Drive, Ste. 130, Valhalla, NY (free shuttle from nearby Metro North station). One week off-site at Manhattanville College, Purchase, NY and one week off-site at NYU in New York City.

Responsibilities include:

- Institute planning: Assist in all aspects of planning for CEL F's Summer Institute, including event publicity, audio/visual and print materials preparation, site set-up and participant registration.
- Story-telling: document event through photos, videos, teacher interviews.
- Event follow-up: track Institute participant feedback, edit and catalog photos and videos.
- One key deliverable project will be agreed upon with intern at outset, so intern leaves with a concrete project in his/her portfolio. Past examples include: documentary video, Institute Google website, social media feed, media pitch, completed grant proposal, etc.

Qualifications:

- Strong written and verbal communication skills.
- Highly organized and detail oriented.
- Digital proficiency including MS Office Suite, Google Suite, social media, iMovie a plus
- Ability to work independently in a collaborative environment where creativity is encouraged.

The Ideal Candidate:

- Has a passion for educational reform, environmental causes and/or social change.
- Wants to have a hands-on experience in a small, growing non-profit.
- Has a curiosity about sustainability topics like the science behind climate change, the impact of Fake News and student advocacy.
- Is inspired by this [video](#) created by CEL F's 2017 interns, one of whom shared that, "As an intern, I felt like an integral part of the small team as we prepared for the Summer Institutes . . . In addition to Institute planning, I took on projects like grant writing and magazine publications that allowed me to develop my professional skills."

Hours: 4 days/week, eight – ten weeks.

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Contact: Victoria Garufi, Director of Education: victoria@celfeducation.org or (914) 449-6868

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