



Job Announcement: Engagement Intern

BACKGROUND

Partnership for the Delaware Estuary (PDE) is a nonprofit organization dedicated to protecting and improving the health of the Delaware Estuary, which supplies clean drinking water for millions of people and provides valuable resources for businesses, governments, and communities including those that are overburdened or economically distressed. PDE pursues clean waters, healthy habitats, and strong communities by:

- Leading science-based efforts to prevent pollution, protect wetlands, and restore mussels and oysters;
- Partnering with government agencies, nonprofits, corporations, and the public to restore the vital waters that nourish our communities; and
- Fostering care and support for the health of the entire estuary through festivals, workshops, river cleanups and other special events.

GENERAL DESCRIPTION

The Engagement Intern supports the Partnership for the Delaware Estuary's Engagement Team by assisting with ongoing water-related education and outreach projects.

JOB FUNCTIONS

- Assist with event planning logistics, including large scale public festivals and community volunteer events
- Develop activities and programming for public facing events related to water topics
- Create public facing marketing materials, including social media posts, flyers, and digital graphics
- Assist with delivering educational programming to youth and adults
- Serve as an ambassador for PDE at public events
- Perform other activities as assigned

REQUIRED SKILLS & EXPERIENCE

- Possess a degree from a college or university in environmental science, environmental studies, communications, marketing or related field, **OR** be in at least their third year of a comparable Bachelor's degree program **OR** have at least 2 years of work experience in a related field.
- Demonstrated experience and interest in natural resources and water resource management.
- Demonstrated organizational skills, multi-tasking ability, and attention to detail.
- Excellent written, oral, and interpersonal communication skills.
- Demonstrated ability to work collaboratively in teams.
- Demonstrated ability of problem solving, critical thinking, and decision-making.
- Experience with Microsoft Office, Google Suite, and video meeting platforms.
- Must be at least 18 years of age with a valid driver's license and consistent access to reliable transportation.



PREFERRED SKILLS & EXPERIENCE

- Experience in social media and website management.
- Experience organizing meetings, events, or conferences.
- Proficiency with digital design tools such as Canva.
- Familiarity with stormwater management, source water protection, nonpoint source pollution and related topics.

WORKING CONDITIONS

Time spent in this position will be split among an office setting, remote work, and in the community. Off-site working locations are generally concentrated between Philadelphia, PA to Wilmington, DE, but may extend 1-2 hours from these locations. Work hours may occasionally shift depending on task needs; there will be a need to work on weekday evenings or on weekends, approximately 2-3 instances per month.

OFFICE LOCATION

110 S. Poplar St., Wilmington, DE 19801

PHYSICAL REQUIREMENTS

The ideal candidate must be able to complete all the physical requirements of the job with or without reasonable accommodation.

REPORTING RELATIONSHIPS

Reports to: Engagement Director

SALARY AND COMPENSATION

This position is paid \$24 an hour and is a temporary part-time (up to 20 hours per week) from April-May and full-time (up to 35 hours per week) from June-August, non-exempt position.

TO APPLY

Closing Date: Until Filled

Send a resume and cover letter explaining your interest in the position to fblom@delawareestuary.org or to ATTN: Francesca Blom, Partnership for the Delaware Estuary, 110 South Poplar Street, Suite 202, Wilmington, DE 19801 via USPS.

The cover letter should include: 1) where the applicant encountered the advertisement; 2) why the applicant is interested in working in this position at PDE; 3) how the applicant's experience makes them a good candidate; and 4) a description of the applicant's long-term goals. The applicant's description of what makes them a good candidate and how PDE can help the applicant achieve long-term goals are particularly important to address in the cover letter, rather than reiterating material in resume, as this will help PDE fairly assess a diverse applicant pool.

Partnership for the Delaware Estuary, Inc. is an Equal Opportunity Employer. Qualified persons are encouraged to apply regardless of religious affiliation, race, age, sex, gender identity, sexual orientation, disability, or any category that becomes protected by federal labor law. Candidates must be able to work legally in the United States.