STUDENT AND COMMUNITY ENGAGEMENT INTERN OPPORTUNITY

Ever-Green Energy is a recognized leader in energy conservation and the use of renewable energy. Our mission is to develop, own, and operate efficient energy systems that benefit our customers, our community, and the environment. We have the following opportunity available in our Saint Paul location:

Student and Community Engagement Intern

The student in this position will assist in outreach efforts to higher education and secondary training institutions to engage students in the emerging developments and opportunities in the energy and environment field and extend the company’s storytelling efforts into the broader community. This position is approximately a five-month internship starting immediately on a part-time (10-20 hours/week) basis. Once classes finish, the student will work full time through the end of June and then 30-40 hours the remainder of the summer.

Specific responsibilities include:

1. Assist the Ever-Green Public Relations team with the development of a student engagement program, intended to introduce students to opportunities in the energy and environment field, with a primary focus on the opportunities presented by the 2016 International District Energy Association (IDEA) conference, to be held in Saint Paul in June 2016.
2. Assist in identifying existing school groups in institutions of higher learning that currently focus on energy and environmental issues and career development opportunities.
3. Support the creation of a network across multiple institutions to explore joint projects and student opportunities.
4. Work with Ever-Green and their industry and academic partners to identify groups of students who could benefit from attending the IDEA conference and engaging with industry leaders.
5. Assist in general planning for the IDEA conference, including coordination of event logistics, facility tours, partner outreach, and administrative tasks as needed.
6. Work with the team to identify community events and organizations that could benefit from learning about the IDEA conference programming or have interest in community energy topics.
7. Help to engage these groups through their own events or special events coordinated by Ever-Green to build momentum and excitement for the conference.

Education: Current enrollment at an institution of higher learning, such as a college, community college, or vocational school and enrolled in a program with an emphasis on communication, marketing, planning, education, or environmental or natural sciences. Must have completed at least six semesters of undergraduate studies.

Experience: Prior internship or experience in a professional setting. At least one year working on environmental, education, or community matters preferred.

Skills: Highly organized; detail-oriented; flexible and adaptable; project management; keen analytical abilities; problem-solving; excellent writing, communication and organizational capabilities; self-motivated with a high-level of individual discretion; collaborative team player. Expertise in Microsoft Office. Preferred - Experience with public speaking. Proficiency with social media tools and a curiosity to find new ways to use those tools to advance communication goals.

Application Process

Interested candidates should send their resume and cover letter to Nina Axelson, VP, Public Relations at nina.axelson@ever-greenenergy.com.