



### Communications Intern Position Description

The Florida Springs Institute (FSI) is looking for a dedicated and responsible individual to fill the position of “Communications Intern” from May 6, 2019 through August 16, 2019. During this time period, interns are expected to provide 15-20 hours (approximately 2-3 days) per week of assistance to FSI staff at our office located in High Springs and/or other off-site event locations. This position is unpaid.

As a Communications Intern, you may be asked to complete the following tasks and objectives:

- Research and writing about FSI programs, springs ecology, and environmental policy;
- Assistance with the creation of interpretational materials at the North Florida Springs Environmental Center;
- Assistance with the creation of written educational materials for FSI social media channels and other online outreach (i.e., newsletters);
- Creation of written educational materials related to springs ecology and participation in educational outreach events; and/or
- Assistance with grant writing.

These tasks will be completed under the direct supervision of FSI staff. Upon successful completion of the internship, as determined by your supervisor, you will receive a recommendation letter from the Florida Springs Institute (upon request).

An ideal candidate will:

- Be comfortable communicating with others in person, by phone, by email, or via social media;
- Have completed some college coursework in environmental science, environmental policy, English/creative writing, and/or communications, and
- Have a passion for springs and their protection and restoration.

All candidates **MUST**:

- Provide their own transportation to the FSI office and/or other off-site meeting locations; and
- Have access to a laptop that can be used throughout the internship period while working at the FSI office.

Interested candidates should email a cover letter that addresses why they are interested in this position and why they would be a good addition to the FSI Team, as well as a copy of their resume, to FSI Associate Director, Heather Obara, at [hobara@FloridaSpringsInstitute.org](mailto:hobara@FloridaSpringsInstitute.org).

Applications will be accepted for this position until the position through April 22, 2019. Applicants may be asked to attend an interview during or following the application period.

If you have any questions about this position or another internship position available with FSI, please contact us at (386) 454-9369.