



### **The Sustainability Alliance Internship Opportunity**

Applications are reviewed on a rolling basis.

Spring semester cut off Feb 5<sup>th</sup>, Summer semester cut off April 5<sup>th</sup>, Fall semester cut off – July 5<sup>th</sup>  
All applicants are asked to submit a cover letter and resume.  
Please submit to [jillmaud@thesustainabilityalliance.org](mailto:jillmaud@thesustainabilityalliance.org)

### **The Sustainability Alliance Fundraising Intern**

Jan 2024 – May 2024; (summer optional) August 2024 to December 2024  
Currently no funding available  
5 hours/week

Position responsibilities:

- Learn about all our programs and how they contribute to individual, organizational and community sustainability. Programs include First Thursdays, B2B Case for Sustainability Series, Scor3card, Green Drinks, First Steps pilot, and TerraScore.
- Learn about fundraising strategies and business development.
- Assist with updating the donor management systems.
- Participate in events such as First Thursday, B2B Case for Sustainability Series, Green Drinks, and Resource Committee Meetings is encouraged.

Internship Details:

- Works predominately remotely with monthly in-person meetings as optional.
- Reports Development Manager

Dress Code:

- Business Casual for partnership meetings and events.
- Casual dress for weekly planning meetings.