

***The Center for Environmental Justice and Sustainability (CEJS) is looking for two Communications and Program Assistant student interns for WQ 2024.***

***This is a 3-5 credit internship.***

Join the CEJS team and apply for a winter quarter internship! We have two open positions!

**Position Description:**

- Edit CEJS website content, manage social media, and create newsletters
- Develop graphics, signage, flyers related to sustainability
- Assist in coordination and promotion of sustainability events on campus
- Network with student clubs to create/advance partnerships for sustainability initiatives at SU
- Assist in collecting and analyzing data for SU's Greenhouse Gas Emissions inventory and STARS (Sustainable Tracking Assessment and Rating System)
- Assist in research projects and provide support to the work of SU's Laudato Si Action Platform (SU's sustainability commitment and goals)

**Minimum Job Qualifications:**

Seattle University student with outstanding writing skills, an understanding of strategic communications, and a passion for campus outreach, event coordination, and networking. Strong interest in advancing environmental justice and sustainability at SeattleU.

**Duration:** one or two quarters (winter quarter 2024 with possibility for spring quarter 2024)

**Hours per week:** Interns should expect to spend approximately 9.0 hours/week (for 3 credits) to 15.0 hours/week (for 5 credits)

**Salary Level:** This is an unpaid position but can provide 3-5 Internship Credit units.

**Application deadline: Friday, November 17, 2023**

*To apply for the internship, please send a resume and 1-page cover letter describing your interest and qualifications to Yolanda Cieters, [cietersy@seattleu.edu](mailto:cietersy@seattleu.edu). Please ensure that your email subject heading indicates "CEJS Internship application WQ 2024 "*