

POSITION ANNOUNCEMENT

ATTRA Outreach Intern

The National Center for Appropriate Technology (NCAT) is a private non-profit corporation that works to promote sustainable technologies and systems, especially for the benefit of economically disadvantaged individuals and communities. NCAT is seeking a current student with an interest in sustainable agriculture and public outreach to work in our Butte, Montana office. This is a wonderful opportunity for the right student to work on a national program under the direction of an experienced program staff. The student will be working on a number of outreach projects focusing on sustainable agriculture.

Qualifications: The internship is available to a qualified currently enrolled college student. The successful candidate will need to have good written and verbal communication skills, strong writing skills, knowledge and experience using Social Media, and outreach or marketing through various media channels. The successful applicant will need to interact with the NCAT staff in a professional manner. The ability to work independently and to manage multiple tasks is required.

Opportunities: A student with strong communication and writing skills will have a great opportunity to gain hands on experience and work on a national program under the direction of experienced professionals. The internship will take the skills acquired in school and apply them in a professional setting. The successful candidate will gain a better understanding of non-profit operations. The candidate will also have opportunities to learn more about sustainability and the great work that NCAT does on national projects.

Responsibilities: Responsibilities for the position may include interviewing, research, writing and editing, social media strategies and account management, updating email lists and website postings, communication with sustainable agriculture organizations and outreach to various media channels. The intern will be working closely with an NCAT Program Specialists on a number of projects.

Compensation: \$10.25/hourly, 10-15 hours per week.

APPLICATION PROCESS: Applications will be accepted through December 9, 2018 or until a suitable candidate can be identified. Early applications are encouraged and applications will be considered as they are received. All persons interested in being considered for the position must submit a cover letter highlighting their experience and skills relevant to the listed qualifications, a current resume and a completed NCAT application form. Requests for an NCAT application form and inquiries about the application process should be directed to Kriss Sullivan. Incomplete applications or reference on the application to “see resume” will not be considered. Applicants can visit NCAT’s web site at www.ncat.org for a gateway to web sites and projects developed by NCAT staff. Send completed application materials to:

Kriss Sullivan, Director of Human Resources
P.O. Box 3838
Butte, MT 59702
e-mail: kriss@ncat.org

NCAT’s mission is to help people by championing small-scale, local and sustainable solutions to promote healthy communities, reduce poverty and protect natural resources. Our work brings together diverse partnerships and communities to help reduce poverty and protect our natural resources. We strive to be a multicultural organization that embraces the rich dimensions of diversity such as race, ethnicity, gender identity, sexual orientation, socio-economic status, age, physical ability, religious or political belief and marital or veteran status. Diversity creates healthy communities. Special consideration will be given to applicants who are reflective of the communities that we serve.

For additional information about NCAT please visit our website at www.ncat.org.