



SAVE OUR SHORES COMMUNICATIONS AND MARKETING INTERNSHIP

Position: Communications and Marketing Intern

Reports to: Development and Communications Director

Status: Temporary, part time, 16 hr per week for one year (July 2022 – July 2023)

Schedule: The person in this position will be available and willing to work 16 hours per week. Schedule will vary depending on programmatic needs and candidate's schedule. Weekend work is often required, especially Saturdays. Some holiday work is also required.

Location: Santa Cruz California

Pay: \$15.00 hourly

About Save Our Shores: Save Our Shores is a small, grassroots non-profit organization focused on marine conservation in Santa Cruz, CA. We were founded in 1978 in response to the threat of offshore oil drilling along the Central Coast and we integral in the designation status of the Monterey Bay National Marine Sanctuary. Since then, we've worked to protect our coastline from other threats including plastic pollution and illegal sand mining. Our efforts have expanded since our inception to include delivering marine science education to local students, engaging community members in stewardship activities, conducting outreach for pollution mitigation, and continuing the invaluable advocacy work upon which our organization was founded by pushing for policies that protect oceans, coastlines, and connected communities.

Job Purpose:

The Communications and Marketing Intern will act as supporting member responsible for delivering our organization's marketing and communication tasks and needs.

Essential Duties & Responsibilities

- Development, organization, & posting of social media content for multiple outlets
- Assist in the development of marketing materials and ads for events
- Assist in maintaining and creating new material for the website
- Assist in donor communications and events and other needs
- Assist in planning, execution, and attendance of organizational events
- Assist in planning the intergradation of SOS merchandise on the website

- Assist in database entries, clean-up, and pulling of data as needed
- Assist in other Comms and Development needs as assigned by Director

Other Duties

- Support the coordination of community programs and Annual Coastal Cleanup Day
- Assist with planning with Speaker Series evening events
- Assist with advocacy events such as rallies, marches, or Board of Supervisor's/City Council meetings

Desired Knowledge and Skills:

- Possess strong communication skills, including verbal and written communication
- Familiarity with the Monterey Bay region and local marine conservation issues
- Willingness to work with staff, volunteers, and community members
- Experience using computer programs such as Microsoft Office, Word Press, Facebook, Instagram, Twitter, and LinkedIn
- Strong team player, flexible, and willing to work with others while also being able to work independently

How to Apply: Please email cover letter, resume, and 2 professional or academic references to Calah (Calah@saveourshores.org) with the email title: COMMUNICATIONS INTERN. Expected hiring date is July of 2022.

Save Our Shores is an equal opportunity employer and dedicated to a policy of non-discrimination and equal opportunity for all employees and qualified applicants. People with disabilities, people of color, indigenous people, and LGBTQ candidates are strongly encouraged to apply. **Prioritization of BIPOC candidates will be made to expand paid opportunities in marine conservation to underrepresented peoples.**

These duties, percentages, dates, and descriptions are subject to change.