Friends of Chatham Waterways

Summer Intern Opportunity

Background

Friends of Chatham Waterways (FCW) was founded in 1983 as a non-profit organization committed to the protection, wise use and enjoyment of Chatham's fresh and salt waterways and adjoining lands. Our purpose is to serve as an informational resource regarding the condition, development, preservation and enhancement of our waterways and adjoining lands, and to take action on these issues.

FCW directors are stewards of Chatham's water resources: ponds, streams, tidal estuaries, wetlands, harbors and groundwater aquifer. We believe these natural resources are fundamental to the town's heritage, providing recreational and commercial opportunities while adding to its environmental and economic health. The primary interest of FCW is ensuring that the management of Chatham waterways is accomplished in ways that are compatible with the conservation of the community's natural resources and the character of the area.

Education, outreach and advocacy are central to the Mission of FCW. For more details on our key areas of intervention please see General Information – Friends of Chatham Waterways.

Objective

FCW seeks a summer intern to work on a number of tasks outlined below:

Primary Tasks

- FCW has supported over 25 undergraduate and graduate students with Louis E. Kimball scholarship awards. A key task will be to organize these scholarship recipients into a network. A listserve of contacts, determining their interest and availability to discuss their research and areas of interest and identify potential outlets to present their work as well as to serve as "ambassadors" of FCW at various events.
- Support the scholarship committee on revisions to the application process as well as standardizing the internship application for future years.
- Increase and improve our social media; manage the Facebook page; start an Instagram account. This includes identifying key content - for example pond sample results, current topical issues. Identify one or two issues, based on the FCW strategy and outreach to key partners for a community educational campaign.

Other tasks, time permitting

- Support the BoD group working on the 4th of July Float for the Chatham parade
- Support the organization of the FCW annual meeting

- Serve as an in person FCW "ambassador" representing us at various environmental conferences, meetings and events.
- Support other FCW activities like the water-watchers –activities may include taking water samples from Chatham ponds bimonthly, transporting samples to lab, coordinating data with lab and reporting to FCW and social media with results.

Timing

This is a part-time internship with highly flexible hours. The intern will ideally be available an estimated 8 to 10 hours a week from June 20 – Aug. 12. There is no office and the intern can work from home.

Remuneration

Remuneration is a $2000 honorarium based on completion of tasks as approved by the supervisor. Honorarium will be awarded in two tranches; $1000 to be awarded on July 15 and the second $1000 upon completion of the internship on Aug. 12.

Qualifications

- Undergraduate or Graduate student in environmental studies; or no more than one-year post-graduation
- Resident of Cape Cod and/or the Islands.
- Familiarity with social media platforms.

Supervision and Relationships

Once the Intern has been identified, a work plan with deliverables for the internship will be established. Day to day supervision will be undertaken by Michele Moloney-Kitts (BoD; Scholarship Committee). Jeff Mason the Board Chair and other members of the BoD will also interface with the Intern on specific tasks.

Application

Applications should include:

1. Cover letter to include
   - Name
   - Address on Cape Cod
   - Short description of yourself – including your education situation (currently enrolled or recent graduate; areas of interest; etc)
   - Why you are interested in the position
   - Availability and other summer work commitments

2. Your C.V.

These should be emailed to scholarships@chathamwaterways.org