2015-2016 Sustainable Stanford Internship Position Description

Campus Department – Department Division/Office: Office of Sustainability, Sustainability and Energy Management

Position Supervisor: Lauren Hennessy, Outreach Program Manager

Position Title: Web and Multimedia Development Intern

Position Description:
The Office of Sustainability provides campus-wide opportunities for individuals to participate in on-campus sustainability efforts, and encourages action through its Cardinal Green resource conservation campaign series. The primary point of engagement for the campus community is the Sustainable Stanford website. The Web and Multimedia Development Intern will directly support campaigns and other outreach efforts by developing creative and innovative projects to raise awareness of sustainability efforts on campus and increase interaction with the Stanford community.

As part of the Office of Sustainability’s Outreach Team, the intern’s responsibilities could include, but is not limited to:

- Supporting the Sustainable Stanford web site with content creation and updates
- Creating infographics and other graphic content for web and visual display
- Developing video content for use on the Sustainable Stanford web site
- Supporting development of the Sustainable Stanford annual report, published digitally at www.sustainability-year-in-review.com
- Creating content for digital marketing of Cardinal Green campaigns
- Developing web-based training modules and expanding web application programs
- Supporting outreach teams at various campus events throughout the year

Within these project areas, the Web and Multimedia Intern will be encouraged to pilot projects of personal interest. These projects must be focused around encouraging sustainable behaviors on campus, and should be designed, implemented, and evaluated by the intern over the course of their experience.
Position Length:
Flexible over 2016 Spring/Summer quarter

Opportunities and Benefits:
This is an excellent opportunity for students who would like to utilize technology platforms for social good, with a specific interest in sustainability, to gain hands-on work experience while contributing to a significant campus effort. In this position, students will develop relationships with sustainability leaders on and off campus while gaining experience in the following areas:
- Multimedia and creative content development
- Web development
- Graphic design (Adobe CS6)
- Video content
- Design thinking
- Communication to encourage behavior change
- Project management
- Analytics

Students of all majors, interests, and backgrounds are encouraged to apply. Both undergrads and graduate students are welcome.

Qualifications:
- Experience with Adobe Creative Suite
- Experience with Drupal CMS and HTML development
- Experience with video and video editing software
- Strong written and oral communication skills
- Able to commit an average of 5 hours per week. Schedule is flexible and work can be completed either from home or at the Office of Sustainability.
- Experience with grass roots campaigning preferred
- Upperclassman or grad student preferred, but not required

Salary:
Hourly salary at a rate of $16.50/hr

To Apply:
Please provide a resume and cover letter stating your interest and experience by email to lhenn@stanford.edu by February 29