



## **Paid Internship Opportunity with Statewide Environmental Organization** *Arthur V. Savage Internship Program*

The Arthur V. Savage Internship Program offers an opportunity for undergraduates, graduate students, and recent graduates to work in Albany with the Parks & Trails New York (PTNY) staff to shape policies, organize grassroots constituents and provide stewardship for parks, public lands, and other outdoor recreational facilities. The program provides interns with valuable, first-hand professional experience in the environmental field.

**Specific Responsibilities:** Assist with a variety of program, research, communications, outreach, and development tasks related to protecting, promoting and enhancing New York's parks and open spaces. Projects include:

- **Events** – assist in organizing and promoting the annual I Love My Park Day celebration, statewide Conference for park groups, Friends-to-Friends Workshop series, and opportunities for field work.
- **Communications** – assist with print and e-publications, website content and production, social media, and other engagement strategies, including fundraising and development as needed.
- **Advocacy & Research** – assist with PTNY's statewide advocacy efforts for parks and trails funding, communicate with elected officials staff, and conduct research related to the best practices for grassroots organizations.

**Qualifications/Skills:** Well organized, excellent oral and written communications skills, multi-tasker, strategic thinker, experience with Microsoft Office and web-based tools. Demonstrated interest/experience in environmental, conservation, parks, trails, and/or active transportation issues.

**Hours:** Part-time, approximately 20 hours/week, beginning in August and running through December with a good probability of continuing in the spring. Hours are flexible in terms of days and times but must be within regular work week hours (M-F, 8-5).

**Work Environment:** Interns work closely with staff in a friendly, hard-working, casual atmosphere. Depending on evolving New York State public health guidelines, work may be a combination of both virtual and in-office hours.

**Compensation:** \$15 per hour, may be used for college internship requirements.

**To Apply:** Please send a cover letter, resume, and references (including a former employer or supervisor of volunteer work) by **June 18, 2021** to [wcote@ptny.org](mailto:wcote@ptny.org) with the subject line "ASI Internship." Please include a proposed work schedule in your cover letter.

**Parks & Trails New York, 33 Elk Street, Albany, NY 12207, [www.ptny.org](http://www.ptny.org), 518-434-1583**

*PTNY is an Equal Opportunity Employer that actively seeks a diverse pool of candidates for this position. We encourage all qualified candidates to apply, and do not discriminate in our hiring on the basis of race, ethnicity, national origin, age, gender, religion, sexual orientation, or differing ability.*

*Arthur V. Savage (1926-2012) was a distinguished lawyer-conservationist, with a particular devotion to the preservation of open spaces and public parks in New York State. During the last half of the 20<sup>th</sup> century, Arthur co-founded or led a large number of nonprofit organizations that shape environmental laws, protect natural resources, and educate the public about conservation values. He was a 20-year member of the PTNY Board of Directors. To honor the life and legacy of one of New York State's most influential environmentalists, PTNY is proud to offer the Arthur V. Savage Internship Program.*