

Watershed Management Group Position Description

Position Title: Spanish Communications & Outreach Intern

Supervisor: Joaquin Murrieta, Cultural Ecologist

Status: Internship, part-time

Hours: 10 hours/week

Benefits: Alternative transportation benefits, free admission into our Field Studies classes

Summary:

In 2017, as part of our *We Are One Watershed Campaign*, we developed four resolutions to help WMG move more in the direction of better representing Tucson's diverse groups of people, both in our organization as well as in those we serve and work with. Therefore, the primary goal of this position is to engage the Latino community to participate in our various signature programs such as the Green Living Co-op and River Run Network, as well engaging the community in our free, bilingual educational offerings at the Living Lab & Learning Center.

Duties & Responsibilities:

- Identify target groups & communities for outreach and recruitment efforts
- Identify pertinent media outlets for reaching local Latino audience and promote Watershed Management Group's events & initiatives via outlets as relevant
- Attend a minimum of one monthly community event as a WMG representative
- Build relationships with individuals in different communities in Tucson
- Maintain our outreach contacts database by thoroughly tracking work completed, contacts made, etc.
- Assist in developing methods & best practices for engaging different populations in WMG's mission and scope of work
- Attend a minimum of one WMG educational or volunteer offering a month, to familiarize with various WMG opportunities for engagement.
- Work closely with our Latino Engagement team of staff, board members, and other volunteers to accomplish outreach tasks

Job Requirements

- Interest and support of WMG's mission.
- Fluent in Spanish, native speaker preferred.
- Ability to work independently.
- Excellent communication and writing skills.
- Promptness and sound organizational skills.
- Proficient in Google Docs, Microsoft Office Suite, and social media.

Preferred Experience

- College degree or currently enrolled in a degree program related to community organizing, environmental education, Latin American studies, Spanish, Communications or a field related field.