Sycamore Land Trust
Position: Graduate Communications Intern (full-time)

Sycamore Land Trust is a 501(c)3 nonprofit that conserves natural land and connects people to nature with public nature preserves and environmental education. We are seeking a Graduate Communications Intern to help connect our mission to a wider audience in southern Indiana and broaden our environmental impact. The intern will work with all members of the staff on various projects, mostly including communications and fund development, but with opportunities for land stewardship projects as well. As the largest regional conservation group in Indiana, Sycamore can provide a robust educational experience to help advance a career in sustainability. Interns with Sycamore have gone on to jobs in local, state, and national government, environmental NGOs, and advanced degrees in the sustainability fields.

Our intention is to expose the intern to multiple facets of the organization’s programming, in ways that will benefit both the student and Sycamore. Following are the major projects we will accomplish with the intern this summer.

Primary responsibilities include:
● Evaluate communications efforts with the Communications Director and develop creative plans to build membership and connect more people to the organization.
● Participate in design and implementation of fundraising efforts, including overseeing donation procurement for the silent auction held at Sycamore’s Annual Celebration each October.
● Assist in auditing our current website and creating fresh content for a robust new website to launch this fall, including researching and writing.
● Plan at least one community event to raise awareness and connect people to Sycamore’s mission.

Working at Sycamore Land Trust:
Sycamore Land Trust is housed in a beautiful mid-century modern home on the east side of Bloomington (a car or reliable transportation is required). We are a small team of seven full-time staff who work well both independently and as a team. The intern will have her/his own desk in a shared office space with large windows overlooking a hilly hardwood forest. Applicants who are self-motivated, passionate about the environment, diligent workers, and interested in nonprofit management and/or communications/fundraising will do best in this position.

The intern will report to the Communications Director supported by the Executive Director. Compensation will be in the form of a stipend through the Indiana Sustainability Development Program. The intern will work full time for 10 weeks, May 29 through August 3. Exact beginning
and end dates are negotiable. Intern will be required to attend a boot camp on the IU Bloomington campus from May 14-18, 2018.