



2017 MARINE DEBRIS INTERNSHIP

Job Description

The **Marine Debris Intern** will help address environmental impacts from pollution. This internship brings together interests in environmental education, science, public policy, and citizen action. The Marine Debris Intern will assist with the Corporate Beach Sweeps and statewide Beach Sweeps, as well as water quality programs. The Marine Debris Intern will gain experience in education, event coordination, research, public speaking, writing, and organizing.

Specific Responsibilities

Assist in the organization and coordination of the Corporate Beach Sweeps program along with pre-planning other educational programs. Specifically, the intern will:

- ◆ Handle the logistics of the Corporate Beach Sweep Program
 - Attend all Corporate Beach Sweeps
 - Organize the logistics and pre-event details of the Corporate Summer Programs (i.e. lunch, transportation, bathroom access, and refreshments)
 - Educate and motivate Beach Sweeps volunteers on site, as well as oversee other COA interns who may help
 - Give the educational overview and lead several Corporate Sweeps with the assistance of COA staff
 - Update data information after each Corporate Sweep, as well as send report and photos to each company
 - Produce a 2017 Corporate Beach Sweeps Report on the data collected from all the Sweeps over the course of the summer
 - Coordinate the partnership with Terracycle and send debris to their plastic program
 - Research opportunities to introduce new teambuilding programs and interactive activities into the existing program

- ◆ Assist the COA staff with other programs
 - Enhance education and water quality programs, which include, but are not limited to, creating and updating materials (i.e. brochures and reports), and assisting with Rally for the Navesink
 - Assist with outreach, as needed
 - Begin planning for the Fall Beach Sweeps and Student Summit; assist with compilation and analysis of Spring Beach Sweeps data

General Program Coordination

- Maintain focus and message on pollution prevention
- Stay conversant and current on COA priorities and programs
- Manage relevant email account
- Update relevant COA materials, fact sheets, and write monthly newsletter articles

The summer internship is a full-time position and is located at COA's office within the Gateway National Recreation Area—Sandy Hook, NJ. **It is essential to the success of the program and the overall internship that the applicant lives within close proximity to the office.** No housing

or transportation is provided. Office hours are 9am to 5pm, Monday – Friday. Business casual attire is expected and can vary depending on activities. Monthly stipend and travel expenses (excluding commuting) are paid. College credit (arranged by the student with the university/college) is available. Start date is as early in May as possible and end date is as late in August as possible.

Interested applicants should demonstrate enthusiasm and basic knowledge of environmental issues, organizational and communication skills, creativity, and willingness to work hard. Applications will be accepted until position is filled. **To apply, send a cover letter, resume, writing sample, and a list of 3 references with affiliations and contact information to: business@cleanoceanaction.org with “Marine Debris Internship” as the subject line.**

About COA

Clean Ocean Action is a non-profit 501(c)3 organization dedicated to protecting marine water quality in the New York Bight (those waters between Montauk Point, NY, and Cape May, NJ, and to the continental shelf). COA is a broad-based coalition of over 115 active boating, business, community, conservation, diving, environmental, fishing, religious, service, student, surfing, and women’s groups. COA identifies sources of pollution and takes actions to stop them using research, education, and citizen action. For more information about COA visit www.cleanoceanaction.org.