

**U.S. EPA Office of Public Engagement and Environmental Education
Student Volunteer Intern Program – Summer 2017**

The [Office of Public Engagement and Environmental Education](#) (OPEEE), located within EPA's Office of the Administrator, is seeking a number of volunteer interns for the summer. Students should be motivated, hard-working and interested in environmental issues. All OPEEE internships are located at EPA Headquarters in downtown Washington, DC.

Intern Benefits:

- Interaction with senior managers and staff.
- Participation in outreach and educational events.
- Working with environmental professionals.
- Transit subsidy.

To Apply:

Send resume and cover letter to
reaves.doretta@epa.gov by
December 15, 2017

Requirements:

1. **Prerequisites.** Students must be:
 - U.S. Citizens;
 - 18 years of age on or before the first day of the internship; and,
 - Enrolled at least half-time in an undergraduate (e.g., six credits per semester for undergraduates) or graduate program at a college, community college, or university.
2. **Time Commitment:** We accept full or part time interns and you should expect to work Monday through Friday 9:00 a.m. through 5:00 p.m. Some exceptions can be made if you have class or program requirements.
3. **Compensation:** The internships are **unpaid**; however you may be eligible for a transit subsidy.
4. **Students should have work experience or course work in the following:**
 - Writing and presentation;
 - Research, including web research;
 - Intermediate proficiency in Microsoft applications such as Word, Excel, PowerPoint, and Access;
 - Interest in environmental issues, education, government, or public service; and,
 - Team participation, collaboration and outreach.

OPEEE Volunteer Intern Program Schedule – Summer 2017	
Applications Accepted	November 16, 2017
Application Deadline	December 15, 2017
Notifications	Week of December 31, 2017
Start Date	February 1, 2018
End Date	May 30, 2018

To Apply:

To apply, please send your resume and cover letter to Reaves.Doretta@epa.gov. Students selected as volunteers will need to provide proof of enrollment or admittance to their college or university. Descriptions of each office in OPEEE are listed below. Please indicate your preferred office preference in your cover letter.

Office of Environmental Education (OEE)

Interns will assist with environmental education programs like the national grants program, national student and teacher award programs, the National Environmental Education Advisory Council (NEEAC), and the Environmental Education Training Program. Interns will also assist with the development and organization of national environmental education resources, federal and public engagement initiatives. For more information, visit epa.gov/education.

Office of Public Engagement (OPE)

Interns will assist with OPE's mission to enhance EPA's public image to reflect a more proactive, inclusive and responsive agency by expanding the conversation on environmentalism with new and existing stakeholders. As an intern in OPE, you will provide support to staff to formulate engagement strategies that elevate EPA and the Administrator's public image. You will be tasked with organizing and scheduling outreach opportunities with stakeholders, helping research new programs and initiatives, and messaging to stakeholders.