

Communications and Social Media Internship (Unpaid) with the Rensselaer Plateau Alliance

Do you find joy in telling a good story that moves people? Do you love words and images—and being outdoors with others? Do you feel that well-told stories are critical to the success of a small, community-centered organization? If so, we would love to hear from you about a new Communications and Social Media internship position at the Rensselaer Plateau Alliance!

About the Rensselaer Plateau Alliance

The Rensselaer Plateau Alliance (RPA), a 501(c)3 organization incorporated in 2008, works with the community to promote and facilitate the conservation of the Rensselaer Plateau's undeveloped and unfragmented forests and other ecologically important areas.

The Rensselaer Plateau is a 118,000-acre, high-elevation forested area with unique and vulnerable ecosystems and species, including bogs, spruce-fir forest, moose, and bobcat. The Nature Conservancy has identified the plateau as a Resilient Landscape and high-priority conservation area in the face of climate change.

Internships with RPA

An internship with RPA is an opportunity for you to connect with RPA's dynamic team and members, and to contribute to the organization's community conservation work in a meaningful way. You will experience the day-to-day work of a busy and growing nonprofit organization, and have opportunities for learning, growth, and training.

Project & work areas may include:

- Assist with posting to social media (Facebook and Instagram) to promote events and tell engaging stories; opportunities to post original content
- Work with Communications Director on developing a social media strategy
- Assist with creating event images (memes) in Canva for posting to social media
- Possible writing or graphic design opportunities, depending on interest and abilities
- Possible website work, depending on interest and abilities
- Assist with event and programmatic press releases to local news outlets
- Produce and help distribute monthly event flyers

Skills / traits of the ideal candidate will include:

- Passion for nature & conservation and connecting people to the outdoors!
- Great communication skills and attention to details
- Enthusiasm for learning and working with a dynamic, growing organization
- Fluent with social media including Facebook and Instagram
- Familiar with Google Workspace and Microsoft Office
- Willing to work as part of a close-knit, supportive team
- Comfortable working remotely and collaborating through email and Zoom

Schedule / work environment:

- Mostly remote work, flexible schedule (may include some office time in Averill Park, NY)
- Some availability during core work hours (weekdays, 9am - 5pm) required
- Opportunities to get out on the land and explore the plateau
- Availability for occasional evening and weekend events (infrequent & discussed in advance)
- Flexible start/end date & weekly schedule with room for other commitments