

Energy That Works Project Assistant (*Remote, Part-Time Student Internship*)

Length of Assignment: Semester, with the possibility of continuation

Hours Per Week: 10-15 hrs /week

Salary Range: \$12-14 / hour

Detailed Job Description:

The NC Clean Energy Technology Center at NC State University is seeking currently enrolled NC State University students to fill a part-time position to support the planning and organization of the Energy That Works Program.

The Energy That Works Series is a project funded by the NCSU Sustainability Fund. The program was designed to connect students with the clean energy industry across North Carolina by providing new experiences through visits and field trips. Due to the impacts of COVID-19, we need support developing virtual experiences like virtual trips and career chat webinars.

This position will involve organization of energy-focused virtual events to educate students and other participants about clean energy and energy careers. The intern will also be responsible for marketing and outreach of the program's virtual events and webinars.

Qualifications/Required Skills:

- Good organization and planning skills with ability to demonstrate effective project coordination and organization;
- Ability to work effectively and build relationships with others;
- Experience and/or interest in working with student organizations; and
- Excellent written and verbal communication skills.

Preferred Skills: Experience and/or interest in sustainability, environmental science or related fields

Duties and Responsibilities: This role will require communication and outreach to community partners to support the creation of virtual events, field trips, and career chat webinars. The intern will also be responsible for developing and implementing strategies for marketing and publicity to diverse audiences.

Work Schedule: Flexible; NCCETC employees are currently working remotely due to COVID-19. The intern will establish a weekly schedule based on availability and work remotely.

TO APPLY: NC State University students should apply via ePack at <https://ncsu-csm.symplicity.com/>

Questions? Contact Allison Carr, NCCETC Training Specialist, at akcarr@ncsu.edu