



Cornell University
Cooperative Extension
of Suffolk County



Peconic Estuary
PROGRAM

Position Title: Peconic Estuary Program Internship: Bilingual Outreach
Location: Cornell Cooperative Extension of Suffolk County
423 Griffing Avenue Riverhead, NY 11901

Position Summary: The Peconic Estuary Program (PEP) is an innovative partnership of local, state, and federal governments, citizen and environmental groups, businesses and industries, and academic institutions charged with carrying out the goals of improved water quality and ecosystem health as outlined in PEP's Comprehensive Conservation Management Plan. The intern will help strengthen PEP's relationship with the Spanish speaking community by building upon existing efforts. The intern will attend PEP outreach events, translate existing outreach materials and create new brochures, and contribute to an introductory video about the environment in Spanish.

The position will be based out of Riverhead NY and offers flexibility to participate from home and at various outdoor events. This opportunity will be approximately 20 hours per week and will be offered from June 1st through August 31st, 2018; occasional weekends and orientation will be required. This is a non-paid internship.

Major Responsibilities:

- Translate existing brochures, handouts, and newsletters from English to Spanish.
- Develop new educational materials in both English and Spanish.
- Assist in creating an introductory video about the environment in Spanish.
- Propose ideas for new outreach opportunities within the Spanish speaking community.
- Cover PEP outreach events and various summer festivals.

Skills:

- Ability to read, write, and speak fluently in both English and Spanish.
- Ability to handle multiple tasks while maintaining a positive and professional attitude.
- Ability to have a flexible schedule based on demands of program and needs of staff.
- Willingness to participate as a team member and to interact with the general public.
- Ability to volunteer outdoors and perform physical tasks as needed.
- Willingness to travel to eastern Long Island weekly for office hours and outreach programs.

Please send resume and cover letter and a writing sample to Jenna Schwerzmann jms937@cornell.edu 631-727-7850 ext. 353. This position will remain open until filled.



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