



## **Bridging The Gap Internship**

*Connecting Environment, Economy, and Community*

[bridgingthegap.org](http://bridgingthegap.org)



Bridging The Gap (BTG) works to make the Kansas City region sustainable by “connecting environment, economy and community,” and is the premier organization in the area providing environmental education and volunteer action through more than 1,500 volunteers annually.

**Program:** **Green Business Solutions**

**Name of Internship:** **Green Business Solutions Internship**

**Length of Internship:** **Fall 2020 Semester**

### **Internship Description**

This internship will support BTG’s Green Business Solutions’ program working to reduce the amount of waste businesses send to the landfill. The intern will support the Business Recycling and Green Business Network program managers assisting with the recruitment of new program participants and engaging businesses in education about the benefits and steps to successful waste reduction/diversion.

This position will provide opportunities for building professional skills and experience in business development, marketing, and educational content creation. There will be a small monthly stipend to support phone and internet use. Work will be primarily remote with infrequent in-office requirements.

### **Major Responsibilities**

Generate new client leads and assist with process development for effectively tracking engagement activities using Salesforce. Research, conceptualize and design a webinar focused on waste education for small- to medium-sized businesses. Create content for social media, blog and website. Additional projects will be developed as needed.

### **Skills/Experience Needed**

- Currently enrolled undergraduate student
- Strong written and oral communication skills needed
- Basic computer skills with Excel, PowerPoint, Adobe Photoshop and Illustrator preferred
- Demonstrated ability to work independently
- Knowledge/experience with sustainability/environmental issues not necessary

**Time Commitment:** Flexible      **Days/Week:** 2-3      **Hours/Week:** 10

To apply, please send a cover letter, resume to [volunteer@bridgingthegap.org](mailto:volunteer@bridgingthegap.org) and reference the name of the internship for which you are applying.