



761 Newport Street • Denver, Colorado • 80220-5554
303 388 5211 • www.InstituteForEnvironmentalSolutions.org

Media And Website Development Graduate Intern Opportunity

Opportunity: The Institute for Environmental Solutions is an independent non-profit organization that engages stakeholders to deliver proactive, technically sound solutions to complex environmental and natural resource problems that avoid unwanted side effects. We are looking for a graduate student intern to provide creative web and social media support to current regional environmental improvement projects. Initial intern appointments are part-time (15-20 hours/week) and unpaid. Successful interns may apply for paid positions after 150 hours. IES does not have a central office. Interns work independently, and participate in Institute and Project meetings in Denver.

Project #1: Add authenticated user layer to existing website.

The IES website (www.i4es.org) is a straightforward .html/.css site with a single user group. We publish many original documents to our website and want to add an authenticated user group for restricted downloads. Users will gain authentication by providing contact information; no payment will be required at this time, though the user layer should be designed to allow for that functionality in the future. Authenticated users will be allowed to download all documents from the document repository page, while public users will only be able to view abstracts.

Project #2: Site graphics and layout redesign.

IES recently refreshed our logos and other collateral. The website (www.i4es.org) needs to be updated with the new images and color scheme. At the same time, the site needs a deep organizational and layout overhaul, from the homepage down. The first and most important step in this project will be to create a website management plan, including site objectives, design and functionality concepts, metrics, users and groups, update implementation process and schedule, and other features of a management plan that could help a small organization keep their website fresh and useful with low effort.



Qualifications: The Media and Website Development Intern needs to be a self-motivated, detail-oriented graduate student who is able and anxious to think and work independently and creatively. Experience in website development is essential. Some knowledge of natural science areas such as environmental science, chemistry or biology will be helpful, but is not required. Excellent writing, organizational, and presentation skills are strongly preferred.

Reports To: Carol E. Lyons, Executive Director.

Details: Interns will be encouraged to apply IES work to academic courses, as appropriate and desired, with support from IES professional staff members and Board members. Interns have the opportunity



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to meet technical and business experts in this region. Motivated interns may participate in other Institute work, such as environmental improvement project research.

Applications: Interested candidates should submit a resume and cover letter to the address below via e-mail or mail. Be sure to include why you are interested in this position and your availability for work.

Carol E. Lyons
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