

## Internship Announcement: Student Leader Project Intern

Job Title: Student Leader Project Intern  
Hours: Flexible, up to 40 hours/week  
Start Date: April/May 2020  
Duration: August 2020  
Pay: \$10/hour  
Location: Ankeny, Iowa, ability to work out of the Ankeny office required

### **Position Description:**

Are you looking for a great resume-building project to show future employers? Want to be part of advancing an international organization with 75 years of environmental impact? Would you like to use your creativity and test your project management skills while collaborating with a dynamic nonprofit team?

The Soil and Water Conservation Society in partnership with Association of Retired Conservation Service Employees are looking for an intern to assist us in the operations and logistics of the 75<sup>th</sup> SWCS International Annual Conference and development of a nonprofit program. Intern tasks may include resource creation and design, communications support, market research, logistical support for executing annual conference, assisting with various administrative tasks, and more.

The intern will gain professional work experience, interact with national leaders in agriculture and conservation, and learn about the operations of an international nonprofit. At the conclusion of the internship, the intern will attend the 75<sup>th</sup> SWCS International Annual Conference in Des Moines, Iowa, and experience a professional conference as both an organizer and participant.

### **Qualifications:**

The intern must be very organized, detail-oriented, have strong communication skills (written and verbal), proficient with Microsoft Office, and be able to work independently as well as part of a team.

Candidates must be enrolled in (or recently graduated from) an undergraduate or graduate degree program in business administration, agricultural business, marketing, management, nonprofit management, entrepreneurial studies, event management, or other related field. Additional desired qualifications include a demonstrated interest in conservation, agriculture, environmental studies, or land stewardship, and nonprofit interest or experience.

### **About the Soil and Water Conservation Society:**

For seventy-five years, the Soil and Water Conservation Society has been the premier international organization for professionals who practice and advance the science and art of natural resource conservation. We believe sustainable land and water management is essential to the continued security of the earth and its people. Our goal is to cultivate an organization of

informed, dynamic individuals whose contributions create a bright future for agriculture, the environment, and society. The Soil and Water Conservation Society is headquartered in Ankeny, Iowa, with chapters across the United States and Canada. For more information, go to [www.swcs.org](http://www.swcs.org).

Thank you to our student leader project intern sponsor, Association of Retired Conservation Service Employees, for making this possible. Visit [www.arscse.org](http://www.arscse.org) to learn more information about their organization.

**Availability:**

This is a full-time internship, beginning in April/May and ending following the conclusion of the 75<sup>th</sup> SWCS International Annual Conference, July 26-29, 2020. Pay is \$10/hour.

**Benefits of the Position:**

SWCS is dedicated to making this experience as valuable to the employee as the employee is to SWCS! Some of the benefits of this position include:

- A complimentary student membership with access to the career center services
- An opportunity to work with an international organization
- Registration and accommodations for attendance at an international professional conference
- Opportunity to meet many national leaders in agriculture and conservation
- On-the-job training

**To Apply:**

Please submit the following materials to [courtney.allen@swcs.org](mailto:courtney.allen@swcs.org) by **March 6, 2020**:

- Cover letter
- Resume
- Contact information for two professional or academic references
- College transcript (unofficial is acceptable)