



Membership Internship

The Clean Air Coalition of WNY empowers Western New York communities to protect their right to live and work in a healthy environment. To protect that right, the Clean Air Coalition organizes community members and builds diverse coalitions with other organizations. The Coalition's aim is to build the political will to reduce environmental health hazards in Western New York. Currently, the organization is working on reducing air pollution in Tonawanda, NY.

The Coalition is building a membership of residents who educate their communities and communicate with elected officials.

The Coalition seeks an intern to develop and help implement a membership strategy to recruit new, dues-paying members. The intern will be responsible for developing strategies for engaging both new members and residents who have been involved in the Coalition's work in the past but have not paid dues. This will include researching techniques for recruiting members, creating a written plan and then helping staff execute the plan. Strategies may include direct mailing, email, online social media, canvassing, and phone banking.

Most of the work can and should be completed by the student independently. The intern will be responsible for regular check-ins with Coalition staff. Start and end dates can be negotiated. This is an unpaid internship.

Major Responsibilities:

- Research on successful membership recruitment techniques by reading appropriate literature and speaking with representatives from similar and successful organizations.
- Write a membership recruitment plan for the Coalition.
- Begin to assist staff implement the plan.

Helpful Experience:

- An excellent verbal and written command of English
- Well-organized, self-motivated, and reliable
- Excellent inter-personal communication skills
- Computer skills (i.e., Microsoft Office, Internet applications) are essential
- Coursework in non-profit development and growth
- Interest and experience in environmental advocacy desirable

How to apply:

Send a cover letter expressing your interest in the position and availability and your resume to erin@cacwny.org.