



Communications Intern

Overview

The National Association for State Community Services Programs (NASCSP) is the sole national association charged with advocating and enhancing the leadership role of States in the administration of the Community Services Block Grant (CSBG) and Weatherization Assistance Program (WAP). NASCSP's mission is to increase capacity in States to achieve economic security and energy efficiency in low-income communities. NASCSP informs its members, the federal government, and other interested parties about issues related to CSBG and WAP through its publications and training. For more information, please visit www.nascsp.org.

Intern Position Description

NASCSP seeks a dynamic, self-starter to assist in communications and programmatic efforts for the Weatherization Assistance Program. The Communications Intern will work independently and, in a team, to fulfill organizational goals and initiatives. The Communications Intern will report to the Senior Public Affairs Specialist. Position is focused on two key projects based in the Weatherization Assistance Program portfolio. Successful interns will have a deeper understanding of the WAP, anti-poverty programs, and the development and deployment of related communications strategies. Successful applicants must be based in the Washington D.C. metro area.

Responsibilities:

- Assist the Sr. Public Affairs Director with the development of a Decarbonization website landing page using Wordpress.
- Collect network success stories through various modalities including in-person or virtual interviews, transcribing video recorded stories, and other approaches as needed.
- Develop website repository for success stories.
- Assist in communicating availability of new resources (Decarbonization landing page, Success Stories repository) to members.
- Collect and collate network best and promising practices related to decarbonization.
- Write, edit, and upload text and multimedia content, including feature articles and interviews, to online communication platforms.

Qualifications:

- Experience working with online platforms including WordPress.
- Proficiency in Adobe InDesign and Photoshop is highly desired.
- Completed or working toward a college degree (junior level and up), preferably in a related field (e.g., Marketing/Communications, Poverty Alleviation, Government Relations, Public Policy, Energy Efficiency, or Public Relations). Applicants must be based in the Washington D.C. metro area.
- Previous internship or related experience in communications a plus.



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NATIONAL ASSOCIATION FOR STATE COMMUNITY SERVICES PROGRAMS

- Possess excellent written and oral communication and interpersonal skills.
- Genuine enthusiasm for creating compelling marketing materials to support NASCSP's work.
- Self-starter, good time management, creative, with ability to communicate in a professional manner.
- Ability to work well independently, and within a team.
- Commitment to energy efficiency and NASCSP's mission.

Duration: 10 – 20 weeks

Hours: 15-20 hours per week, Monday-Friday

Salary: \$20 per hour

To Apply: Please email internship@nascsp.org with your resume and cover letter. Put Communication Intern in the Subject line followed by your last name. For best consideration please apply by May 10, 2024.

NASCSP promotes equal opportunity and welcomes qualified applicants of all backgrounds and experiences. NASCSP does not discriminate on the basis of age, race, religion, sex, sexual orientation, gender identity or expression, political affiliation, disability, military or veteran status, or any status in any group protected by state or local laws. Reasonable accommodations may be made for individuals with disabilities. If reasonable accommodation is required to participate in the job application or hiring process, please contact bpomush@nascsp.org