



Communications Internship 2016-2017

Alta Environmental Center – Alta Ski Area



Earning life-long skill sets

This seasonal winter position entails working with the Alta Environmental Center and the Marketing and Public Relations department as a representative and steward. The sustainability communications internship will receive first hand opportunities to learn about Alta's sensitive alpine ecosystem, sustainability efforts, and share our story with dedicated Alta ski patrons, visitors and partners.

Responsibilities and Duties:

This is a temporary seasonal part-time position, 10-20 hours/week, flexible to work with a student's schedule. A typical work day may be a weekend 8am to 4 pm, on skis for a couple hours and working in the office for the remainder of the day. This is a hands-on, experiential learning opportunity with a variety of duties that will include, but are not limited to the following:

- Maintaining the AEC monthly newsletter
- Composing monthly sustainability blogs and photographing images for articles
- Maintaining AEC social media outlets
- Represent AEC efforts with partners at public events and internally with other departments
- Data entry and management
- Dissemination of sustainability information to employees, community, and public
- Assist with the coordination of Alta Earth Day – must be present Saturday, April 15th
- Assist with the coordination of naturalist tours (monthly bird surveys, snowshoe tours and Tour with a Ranger)
- Work with Alta Ski Area's Marketing and PR department - supply media outlets with needed materials as requested
- Complete the requirements of school's credited internship program if applicable

Required Qualifications:

- Must be enrolled as a University of Utah student
- Basic photography and communication skills or relevant experience
- The ability to work interdependently and complete needed tasks without much supervision
- Applicant must be self-disciplined, work hard, and maintain a pleasant attitude
- Pursuing a degree in environmental studies, marketing and public relations, communications or equivalent
- Excellent written and oral communication skills
- Intermediate or greater skiing ability
- Must be 18 years or older
- High school diploma or equivalent
- Valid driver's license
- U.S. citizenship or legal resident status
- Employment is conditional upon a background and physical screening



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Preferred Qualifications:

- Pursuing college credit for internship
- Familiar with Adobe Photoshop and/or Illustrator
- Familiar with Microsoft Publisher, Word and Excel
- Prior practice working with the public and/or in customer service
- Social media management

Salary & Period: \$10.10/hour. 10-20 hours/week, day of the week varies. December 10th through May 1 (including holidays if necessary). This position includes a 2016-2017 Alta Ski Area ski pass and UTA ski bus pass only. It is restricted to seasonal winter temporary status only.

How to Apply: Application must be received by **December 5, 2016** for consideration and must include:

- One-page cover letter
- One-page resume
- Three references (only one may be a character reference)
- A short writing sample (no more than two pages)
- Completed [Alta Employee Application Form](#) (please download from link).
- Application must be electronic and sent to environment@alta.com with subject reading "Sustainability Communications Internship".

Contact Information: Inquiries are restricted for this position, please only contact if you are applying. If you would like more information you may visit www.alta.com/alta-environmental-center or www.alta.com.

In accordance with the Immigration Reform and Control Act of 1986, any offer of employment is conditional upon satisfactory proof of an applicant's identity and legal ability to work in the United States. Alta Ski Area is an Equal Opportunity Employer and promotes a Drug-Free workplace.