



Greenbelt Alliance is seeking highly motivated individuals for a rewarding internship in community organizing and policy advocacy through our Walnut Creek Field Office.

About Greenbelt Alliance

Greenbelt Alliance is the Bay Area's leading land conservation and urban planning nonprofit. Our mission is to make the nine-county San Francisco Bay Area a better place to live by protecting the region's greenbelt and improving the livability of its cities and towns. Since 1958, we have been active across the nine-county region protecting open space, opposing sprawl, and promoting smart growth. We have helped save over 1.1 million acres of greenbelt and we're a leader in promoting regional solutions to the problems of sprawl. Our East Bay Office is located in Walnut Creek and focuses on land-use and public policy issues in Alameda and Contra Costa County.

Responsibilities

The East Bay Campaigns Intern will work with our East Bay Senior Field Representative to develop and implement strategies to support Greenbelt Alliance's open space protection and livable communities campaigns. Tasks include:

- **Coalition Building:** engage leaders of community groups such as schools, unions, and faith-based organizations in priority campaigns.
- **Volunteer Management:** recruit and coordinate volunteer teams for events, including phone banks, tabling, and public hearings.
- **Policy Analysis and Advocacy:** conduct policy research to support campaign objectives; conduct written and oral advocacy in various public venues.

Commitment

The East Bay Campaigns Internship requires a 10 to 40 hour per week commitment for a minimum of 3 months. Working hours are flexible, but will include some evenings and weekends. The internship requires regular contact with and visits to the Walnut Creek field office and travel in eastern and central Contra Costa County. Some activities can be completed from home. Access to a motor vehicle is not required, but strongly encouraged. This position is unpaid.

Qualifications

The ideal candidate will be enthusiastic and outgoing, and have a strong interest in environmental and land-use issues. A background in public policy, public relations, community organizing, communications, or management is helpful, but not required. Interns must be detail-oriented, possess excellent written and oral communication skills, have a proven ability to work effectively and creatively with diverse populations, have a good sense of humor, and be able to work independently and meet deadlines. Undergraduate and graduate students are encouraged to apply. Residency in the East Bay is strongly encouraged.

Benefits

The East Bay Campaigns Intern has the unique opportunity to help shape Greenbelt Alliance's campaigns that are of regional significance to the East Bay. Interns will gain valuable skills in policy analysis, communication, media relations, and grassroots organizing and advocacy. Greenbelt Alliance interns are a part of an organization that is doing deeply rewarding work to improve the quality of life for the entire region. Interns will get a feel for the functioning of an established, effective nonprofit organization. Interns will also have the opportunity to learn about the public policy field and environmental issues facing the East Bay.

To Apply

Please send a resume, cover letter, and short writing sample. Cover letters should include the following information:

- Your interest in this internship opportunity
- The experiences that have prepared you for this opportunity
- Your availability (times and days, length of commitment)
- How you heard about this internship opportunity

Please send application and inquiries to:

- volunteer@greenbelt.org
 - Greenbelt Alliance
- Attn: Internship Coordinator
631 Howard Street, Suite 510
San Francisco, CA 94105

[Close this window](#)