

Research and Publication Intern Job Description

Summer 2019

For almost five decades, the Environmental Law Institute (ELI) has played a pivotal role in shaping the fields of environmental law, policy, and management, both domestically and internationally. For more information on the Institute, visit www.eli.org.

ELI seeks individuals to support the research and publications departments of the Institute. Interns work directly with staff on a variety of projects. Substantive areas of focus include: air and water quality, climate change, renewable energy, hazardous waste and brownfields, international environmental policy, sustainable land use, biodiversity conservation, wetlands management, freshwater and ocean policy, environmental health, environmental enforcement, and mining law.

Responsibilities:

Interns conduct research; attend and report on outside events; analyze, edit, and synthesize scholarly material; assist with preparation for environmental training courses; and perform various administrative tasks. ELI integrates interns into the day-to-day operations of the Institute, and interns are encouraged to attend ELI policy events and meetings.

Full-time (40 hours/week) are available for the summer semester. Remote work and/or part time for part of the week is an option that will be considered on a case-by-case basis if necessary for the candidate to meet the minimum hour requirement.

Qualifications:

Candidates should possess superior research, writing, and interpersonal communication skills, as well as a strong desire to gain knowledge of the environmental field. A strong academic background is required, but specific environmental experience is not mandatory. Candidates must have completed their freshman year of college. Compensation is not available, but a transportation stipend is provided. ELI is committed to supporting candidates in their efforts to secure external funding for the position, and will work with candidates using the internship for class credit to achieve learning outcomes and complete paperwork

How to Apply:

Interested candidates can apply online through ELI's application portal (<https://www.eli.org/employment/>). Applications must include the following:

- Cover letter explaining interest and availability
- Resume (including overall GPA)
- 3-5 page analytical writing sample

Applications for the summer internship will be accepted until **11:59 pm Friday, March 8, 2019**. Please direct all inquiries to internsearch@eli.org. Phone calls are not accepted.

ELI is an equal opportunity employer firmly committed to achieving an inclusive, diverse workforce that values every individual. We firmly believe that hiring individuals with varying perspectives and backgrounds contributes to our success as an organization, and we strive to create an environment that fosters inclusiveness. As such, minority candidates and candidates from traditionally underrepresented groups are encouraged to apply.