**Momentum Recycling “Am*glass*ador” Internship**

**Spring 2017**

The Momentum Recycling “Am*glass*ador” Intern will focus on moving our community towards zero waste through various grassroots initiatives related to increasing recycling rates and awareness. With a special focus on glass recycling, the Am*glass*ador internship focuses primarily on marketing & outreach efforts related to engaging both residential subscribers and businesses clients on why and how to best recycle their glass. The internship may also include work related to Momentum’s mixed recycling & food waste initiatives. Upon completion of the internship, the student will be better prepared for a career in sustainability and in an organization focused on community outreach and transformation.

**Overview**

The Am*glass*ador will complete a minimum of 135 hours of work and will report directly to the Marketing & Outreach Coordinator along with Momentum Recycling’s President. The Am*glass*ador may work flexible hours that work best with their class schedule and may potentially be asked to work part of a weekend (Saturday) as part of a special event or other outreach efforts (maybe once or twice).

A detailed Work Plan will guide the Am*glass*ador’s tasks, and it may be revisited if projects are completed early, take unexpectedly long, or other needs arise. Project-related work may include:

* Drafting proposals for commercial clients or large municipalities;
* Creating digital marketing content;
* Analyzing the effectiveness of existing collection locations and potential new locations;
* Evaluating route and logistics-related efficiencies;
* Auditing diversion reports;
* Producing marketing materials (handouts, posters, etc.).

During the internship, the Am*glass*ador is encouraged to offer their input and suggest direction on many different projects, and is encouraged to ask for help or feedback whenever needed. At the end of the internship, the Coordinator and Am*glass*ador will meet for an exit interview to wrap up work and discuss the results of the internship.

**Preferred Qualifications**

* Knowledge of Microsoft Office applications (Excel, PowerPoint, Word).
* Experience with marketing or outreach efforts.
* Proven interest in sustainability and recycling.

**How to Apply**

Interested candidates should send their resume & cover letter to [info@momentumrecycling.com](mailto:info@momentumrecycling.com).

Thank you for your interest in Momentum Recycling’s Am*glass*ador Internship!