

Community Engagement Intern Position Announcement

Position Overview

This position supports the Estuary Program's communications, outreach, and community engagement efforts. They report to the Community Engagement Coordinator. The Community Engagement Intern will help convey the scientific work done at the Estuary Program to the public and create content that informs community members about complex environmental topics. This role offers valuable insight into nonprofit media strategy and opportunities to build connections with local journalists, educators, and environmental professionals.

About the Organization

The Morro Bay National Estuary Program brings the community, local governments, nonprofits, government agencies, and landowners together to protect and restore Morro Bay. The Estuary Program is a non-regulatory, not-for-profit organization that conducts monitoring and research, restores natural habitats, and educates residents and visitors on how to keep Morro Bay clean and healthy. The Morro Bay National Estuary Program is one of 28 national estuary programs around the country that are working to safeguard and improve the health of some of our nation's most important coastal waters. The Estuary Program achieves results by closely collaborating with many partners to accomplish our shared goals of protecting and restoring the estuary and the watershed. For more information about the program, visit www.mbnep.org.

Duties and Responsibilities

- Collaborate with Estuary Program staff to create and share content on the Estuary Program's social media pages, semi-weekly blogs, and the quarterly newsletter.
- Create engaging social media content (text, photos, short videos) to promote events, volunteer opportunities, and conservation messaging on platforms like Instagram and Facebook.
- Assist with SEO optimization and strategies for increased reach.
- Draft press releases and media advisories for upcoming public events, milestones, or new initiatives.
- Conduct interviews with community members, program partners, and staff for storytelling content.
- Assist with media outreach and help maintain press contact lists and coverage tracking.
- Support public outreach efforts at community events, including writing event summaries and capturing photo or video content.
- Provide general support to the Estuary Program's community engagement efforts such as event participation, event planning, file organization, and additional tasks as needed.

Minimum Qualifications

- Junior/Senior standing or a degree in a BA/BS program focused on journalism, communications, environmental studies, or a related field
- Experience with social media and video editing
- Availability to work occasional evenings and weekends as needed



- Must be detail-oriented and able to manage multiple responsibilities
- Strong verbal and written communication skills

Preferred Qualifications

- Proficiency with Adobe Creative Cloud programs (InDesign, Photoshop, Illustrator)
- Familiarity with public relations practices, including engagement with local media outlets (print, online, radio, and/or TV)
- Graphic design experience
- Experience with ESRI StoryMaps

Pay, Benefits, & Work Environment

This is a non-exempt, 10-12 hour per week temporary position with an hourly rate of \$18. The position will run from mid-March through June 26, 2026, with some flexibility on the start and end dates to accommodate the academic calendar. Work will be primarily hybrid remote, although candidates must have some availability during regular business hours. The applicant must be able to attend occasional in-person events and meetings throughout the Morro Bay, Los Osos, and San Luis Obispo areas. Work will take place in office, at home, and out in the community.

Work Expectations:

- Some availability during regular business hours (Monday to Friday, 8 a.m. to 5 p.m.)
- Occasional evening and weekend work.
- Office (~25%) and work-from-home components (~75%)

Estuary Program staff are employees of **The Bay Foundation of Morro Bay**, a nonprofit corporation that provides the administrative framework for the Estuary Program.

How to Apply

To apply, submit the following materials:

- Cover letter describing your interest in the position and relevant experience
- A current resume
- A small portfolio of written work, video projects, and/or social media content is optional but encouraged

Please submit application materials in PDF format to staff@mbnep.org subject line – **Community Engagement Intern**. The Estuary Program would like to fill the position as soon as possible; the review and selection process will proceed as applications are received. Applications will be accepted until **Friday, March 13 at 4 p.m.**

Eligibility

- Able to provide proof of valid driver's license, insurance, clean driving record (DMV report).
- Must have access to a reliable personal vehicle for transportation.
- Able to successfully complete a background check, including a criminal records check. As parts of our organization work extensively with youth and students, all employees are required to meet Bay Foundation policies regarding working with minors.



601 Embarcadero, Suite 11
Morro Bay, CA 93442
www.mbnep.org

- All offers of employment are contingent upon the successful completion of a background check, criminal records check, and confirmation of a clean driving record.

The Bay Foundation is an equal opportunity employer to all, regardless of race, age, ancestry, color, disability, exercising the right to family care and medical leave, gender, gender expression, gender identity, genetic information, marital status, medical condition, military or veteran status, national origin, political affiliation, race, religious creed, sex, and sexual orientation.