Job Title: Podcast/Environmental Interest Internship or Work-Study Position

Reports to: Executive Director & Clean Streams Coordinator

Compensation: $15-20/hr DOE, anticipated 8-10 hours/week. (Work-study students may work up to 200 hours per semester.)

Type: Hybrid

We are seeking a part time paid intern to help us launch and then grow our new podcast series! (Note: this position is also available as a Work-Study position for George Mason University students.)

Do you have a passion for the environment? Do you have experience with podcasting and/or video editing? Help us with what we are convinced will be an award-winning and fun 2x monthly podcast (and occasional video) focusing on environmental issues and sustainability.

Responsibilities:
• Research subject matter
• Advise staff on best podcast practices (including equipment needs)
• Help compose and review scripts
• Record and edit audio
• Record and edit video in the studio and in the field
• Create and maintain simple podcast adjacent website
• Create weekly environmental news roundup to be used in online materials and in biweekly podcast

Requirements:
• Experience with podcasting, audio/video editing software, and additional technology used in audio and video recording.
• This is a hybrid position; therefore, local candidates are preferred. Must be able to commute to in-person meetings and podcast recordings (in and around Fairfax County).

Preferred:
• Interest in environmental topics! As this is a podcast all about the environment, we would love to work with someone who has an interest in environmental topics, news, issues, etc. who can bring relevant & creative ideas to the podcast team!
• Sense of humor is a plus!

To apply:
Please forward your resume and a short but thoughtful cover letter outlining your skills, interest(s), availability, and anything else you want us to know!

Please also include podcast or video examples, fun social media posts or graphics, etc., if you have any to share.

Reach us at cfc@cleanfairfax.org (preferred) with the subject line “Internship”. Please do not call.
**About Clean Fairfax:**
The mission of Clean Fairfax is to encourage environmental stewardship and urban sustainability in Fairfax County, Virginia through education, programming, and community involvement. Clean Fairfax seeks to reduce littering and to encourage recycling, reusing, and reducing consumption, promote community action by supporting clean-ups and adopt-a-spots, and serve as a clearing house for environmental information in Fairfax County.

To learn more about Clean Fairfax, please visit [www.cleanch Fairfax.org](http://www.cleanch Fairfax.org) and check out our socials: [@cleanfairfax](https://www.instagram.com/cleanfairfax/) on Instagram and Twitter, and [CleanFairfaxCouncil](https://www.facebook.com/CleanFairfaxCouncil) on Facebook.