

Job Title of this Position	Ecological Economics Intern
Name of Organization	Earth Economics
Website	www.eartheconomics.org
Job Location Address	1121 Tacoma Ave S., Tacoma, WA 98402
Contact / Supervisor	Tedi Dickinson
Phone Number	253-539-4801
E-mail	admin@eartheconomics.org
Hourly Pay Rate (indicate a range)	\$10.00 - \$12.00
Employment Period	Summer Only [ ]    Academic Year [ ]    Summer & Academic Year [ ]
Hours per week	Summer: full time program 40 hrs/wk [ ] part time program up to 19 hrs/wk [ ] <b>Academic Year: up to 19 hrs/wk [ x ]</b>
<b>Nature of Business or Organization:</b>	
Earth Economics is a small non-profit devoted to advancing and applying the science of ecological economics to promote healthy ecosystems, communities and economies. and to halting the globalization of unsustainable economic policies. Focusing on the vital areas of toxics, forests, fisheries and global trade policy, we achieve our goals through organization, education and advocacy	
<b>Duties and Responsibilities:</b>	
Tasks may include, but are not limited to: Assisting staff with economics research with an emphasis on ecological issues, sustainable development & progressive economic theory; Event planning and coordination; Writing, editing, layout and design; Support in the areas of communication and publicity (media, internet, phone, website, campus, etc). <b>As of Sept, , 2008 we are particularly interested in students to assist with grant seeking, fundraising and grant writing and/or IT support, and Web design skills.</b>	
Flexible hours : between 9-5, Monday – Friday. Some work may be completed out-side of the office.	
<b>Minimum Qualifications:</b>	
Must be interested in learning how non-governmental organizations work. Must be able to work independently and be self motivated. Candidate should possess strong communication skills, have basic economics literacy, strong computer skills & proficient research ability. An interest in environmental and social justice issues, some background in finance and trade, and a distinct ability to facilitate cooperation is necessary. <i>Ideal</i> candidate has 2+ years until graduation, and or is a graduate student, however, ALL applicants will be considered.	
<b>Educational Benefits:</b>	
Students will learn about the field of ecological economics as well as about the workings of the non-profit sector. They will gain hands on experience in ecological economics, environmental advocacy, coalition building and non-profit fundraising. Depending on interest and ability, some students may be able to develop independent research projects that support our overall mission.	

(For Work Study Office Use Only)

JOB NUMBER \_\_\_\_\_ REIMBURSEMENT RATE: FEDERAL \_\_\_\_\_ % STATE \_\_\_\_\_ %