



Helping Communities Leverage Their Outdoor Recreation Assets

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Community-Based Internship Position

Description:

The Outdoor Recreation Council of Appalachia (ORCA) was established in 2019 to utilize Appalachian Ohio's plentiful outdoor recreation assets, to diversify the regional economy, and to provide social, environmental, and health benefits for Ohioans. ORCA is managing the development and operations of the world-class Baileys Trail System, in partnership with the Wayne National Forest and the Athens Bicycle Club. ORCA utilizes a holistic outdoor recreation development model, which includes development activation, and leveraging outdoor recreation assets to provide benefits to ORCA member communities. For more information, visit the Baileys Trail System website: <https://baileystrailsystem.org/about/> and the Outdoor Recreation Council of Appalachia website: orcaohio.com

Position: Communications Intern

Name and Title of Supervisor: Delia Palmisano, Communications and Philanthropy Director, and other staff/partners as instructed.

Position Summary: ORCA is seeking a Communications Intern to assist with a broad range of communication efforts for the Baileys Trail System and ORCA.

List of Duties and Responsibilities: The Communications Intern will assist with website and social media management, general communications, flier and print publication design, taking meeting minutes, and photo and video promotions. Additional duties may include research and writing, merchandise sales, event planning, trail promotion, creating and/or managing fundraising campaigns, trail maintenance, clerical and administrative tasks, and attending meetings with community members and regional stakeholders. The intern will work alongside ORCA's team and partners like the Wayne National Forest and other regional stakeholder organizations.

Desired experience, qualifications, and skills: This position requires the ability to work independently and within a team setting, oftentimes managing multiple tasks at once. A background in visual communications, media arts, or journalism is required, as are excellent verbal and written communication skills, knowledge and experience with social media, and the ability to work with volunteers and the general public. The intern should be prepared for work in an office setting as well as outdoors in a variety of conditions (heat, cold, insects, etc.).

Ideally, the intern will have access to a personal laptop computer and experience with the Adobe Creative Suite and/or Canva. Work will primarily be remote, with some in-person meetings at ORCA's office at 23 Main Street, Chauncey, Ohio 45719 and throughout the Baileys Trail System as needed. The intern must have reliable transportation and a valid driver's license, as well as the ability to work occasional evenings and weekends.

ORCA will adhere to all regulations concerning non-discrimination and equal opportunity regulations as outlined in federal and state law. ORCA makes this program available to all without regard to race, color, national origin, sex, gender identity, sexual orientation, age, disability, political affiliation and religion.

ORCA's values, which guide our work are: community, quality of life, sustainability, innovation, inclusivity, and shared stewardship.

Opportunities for Professional Development or other benefits: The Communications Intern will have the opportunity to expand their professional network, gain hands-on experience in the outdoor recreation industry and nonprofit sector, and experience valuable career development.

Anticipated Impacts and Outcomes (how will the student benefit your organization, the people you serve, and the region?): Upon successful completion, the Communications Intern will have had the opportunity to further the communications efforts for the Baileys Trail System and ORCA as well as engage in meaningful conversations and efforts with regional stakeholders.