

Green 2.0 Guide for Finding Environmental Internships and Fellowships

FINDING INTERNSHIPS & FELLOWSHIPS

This guide created by Green 2.0 looks to provide guidance to young professionals searching for internships and fellowships within the environmental sector. The guide layouts strategies to find opportunities, as well as how to measure if an organization is the right fit for your professional goals and values.

- **University Career Centers:** Many universities offer free career services to students that include databases of internships and fellowships, resume reviews, and interview preparation.
- **Job Boards:** Job boards can be industry specific while still consolidating opportunities from various organizations and often include filters for specific interests, locations, and job types, making it easier to find relevant opportunities. Here are some examples:
 - [Green 2.0 Job Board](#)
 - [The Green Jobs Board](#)
 - [BlackOak Collective Job Board](#)
 - [Justice Outside Job Board](#)
 - [Environment for the Americas](#)
 - [Queer Outdoors Job Board](#)
- **Traditional Job Platforms:** These platforms are often the most utilized by organizations, meaning they'll be up to date regularly, and feature a wide array of opportunities from a broader spectrum of potential employers in the environmental sector. Here are some examples:
 - [Idealist](#)
 - [Work for Good](#)
 - [Indeed](#)
- **Building Relationships:** Finding opportunities to network and engage with people in the sector either in-person or virtually help you build connections that may create opportunities for internships and fellowships. Reaching out to people via LinkedIn or email are great starting points if in-person networking opportunities are not available to you.
 - [Open Door Climate Directory](#): A growing list of climate professionals willing to chat with green jobseekers.
 - [Work on Climate Expert Office Hours](#): Book a session with climate experts to discuss their careers and how to expand your skills.

RESEARCHING ORGANIZATIONS

Researching an organization you are applying for is an important step of the internship and fellowship search process. It helps you make an educated decision about potential employers and if an organization aligns with your values and your professional goals.

Key Things to Consider:

- **Missions and Values**
 - Does the mission of the organization interest you and does it align with the work you are looking to do?
 - Do their values align with what you are looking for professionally?
- **Staff Well-Being**
 - Do they have a statement about how they treat all staff members regardless of their background or identities?
 - Do they include an Equal Opportunity Employer statement on their posted positions?
 - Pay Equity and Salary Transparency:
 - Do they participate in [Green 2.0's Pay Equity Pledge](#)?
 - Are they clear about what the pay is for the position on the job posting?

- **Company Culture**

- How they describe their work environment/culture on their website.
 - Pay attention to any descriptions of work culture, including their values and how they support their staff.
- What are the experiences of employees -- consider using resources like Glassdoor to provide insights into the company culture or reaching out to current and previous employees on LinkedIn.

- **Pay, Benefits & Policies**

- Is the internship/fellowship paid and does it meet the standards of a living wage?
 - A living wage is the minimum income necessary for a worker to meet their basic necessities like food, water, housing, education, healthcare, transportation, in addition to emergencies, while federal and state minimum wages are the minimum rates that all covered employers must pay all workers. There are different resources available to help you find the living wage by your state or region:
 - [The Universal Living Wage Calculator](#)
 - [Economic Policy Institute Budget Calculator](#)
 - [World Population Review Calculator](#)
- How many hours per week or month are you expected to work?
- Is it remote, hybrid or in-person?
- Do they offer a stipend for transportation if it is hybrid or in-person?
- If you have to relocate for this position, are they providing a housing stipend or relocation fund?
- Are they providing you with equipment if you are working remotely?
- What benefits do they provide to interns and fellows?
 - Depending on federal¹, state, or local law, as well as the size of the organization, employers may be legally obligated to offer certain benefits to interns. It's important to do research into what benefits are legally required for an organization to meet depending on how many hours you are working and the location of the organization, this can include health insurance, mandatory leave/time off, retirement savings, etc..
- What are their policies and procedures on workplace discrimination or harassment?

- **Professional Development Support**

- Do they offer mentorship opportunities for interns and fellows, whether informal or formal?
- What opportunities exist for you to grow professionally, such as the opportunity to attend conferences, trainings, or gain certifications?
- Do they offer training, lunch and learns or other ways for interns or fellows to gain professional skills?

¹ <https://www.dol.gov/agencies/whd/fact-sheets/71-flsa-internships#1>

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