

POSITION DESCRIPTION

WILDCOAST US Marketing & Development Internship

Position Title: US Marketing & Development Intern – Part-Time

Position Type: Academic Credit Internship, no salary will be issued

Reports to: Senior Development and Partnerships Coordinator and Marketing & Development Manager

Location: This is a hybrid position based in San Diego County, California with office work required at our office in Del Mar, as well as in-field work within San Diego County.

Timeline: Sept 2026 - Dec 2026 (timeline flexible)

About WILDCOAST:

WILDCOAST is an international team that conserves coastal and marine ecosystems and addresses climate change through natural solutions. To achieve our mission we establish and manage protected areas, protect and restore blue carbon ecosystems, and partner with local communities, governments, and the private sector. WILDCOAST has helped to conserve millions of acres of some of the most ecologically important coastline, wetlands, islands, and marine wilderness in the world.

Internship Description:

WILDCOAST is seeking a diligent, motivated, and organized Marketing & Development Intern to support our outreach, fundraising, and storytelling efforts. This internship provides hands-on experience with nonprofit marketing while contributing to real campaigns that inspire conservation action.

Working closely with the Marketing and Development team, the intern will support a variety of fundraising campaigns and marketing initiatives. Responsibilities will include drafting timely donor acknowledgment letters, supporting partnership identification and engagement initiatives, assisting with fundraising campaigns and events, and supporting donor and partner communications and stewardship efforts in order to advance WILDCOAST's conservation mission.

This internship is ideal for students pursuing degrees in Marketing, Communications, Public Relations, Nonprofit Management, Fundraising, Environmental Studies, Journalism, or related fields.

Internship Benefits:

- Hands-on experience in nonprofit development, conservation storytelling, digital media, and event coordination within a mission-driven organization
- Opportunities to build skills in donor relations, prospect research, annual giving campaigns, and gift processing and acknowledgments
- Exposure to WILDCOAST's work protecting coastal ecosystems across California and Mexico and collaboration with conservation professionals and community partners
- Get an insider's look at environmental conservation with opportunities to participate in exclusive venue tours, community events, and behind-the-scenes organizational activities
- Enjoy the autonomy of a flexible schedule designed to seamlessly accommodate your university classes, exams, and academic commitments
- Gain access to specialized internal training, workshops, and 1-on-1 career coaching sessions with senior leadership to map out your long-term professional goals
- Portfolio-worthy projects and practical experience to strengthen future career or graduate school applications
- Letter of recommendation or professional reference upon successful completion of the internship

Internship Requirements:

- 18 years or older
- Commitment for the entire internship
- **10-15 hours** per week including weekdays and weekends
- Be able to work both in person (San Diego County) and online
- Ability to work both with a team and individually with minimal supervision
- Ability to clearly communicate, both written and verbally
- Intern is asked to provide as much notice as possible for planned time off
- Intern is required to track hours spent on projects, on a weekly basis
- Regular check-ins and performance reviews will be held between intern and supervisor

Duties and Responsibilities:

- Support WILDCOAST's development, outreach, and fundraising efforts through digital content creation, including short-form video, photography, and graphic design.
- Help promote WILDCOAST initiatives and events through content development
- Support fundraising campaigns and initiatives in collaboration with the Marketing and Development team.
- Support donor stewardship and engagement efforts.
- Assist with identifying and developing potential partnerships and engagement opportunities.
- Assist with planning and executing fundraising events and campaigns.
- Support marketing initiatives that advance WILDCOAST's conservation mission.
- Conduct research to support fundraising, partnership development, and outreach efforts.

Requirements & Travel:

- **Transportation:** Must have a valid California driver license and reliable transportation for local travel. WILDCOAST reimburses all business-related mileage and travel expenses in accordance with IRS rates and California law.
- **Background Checks:** In compliance with the California Fair Chance Act, WILDCOAST will consider for employment qualified applicants with arrest and conviction records. Background checks are conducted only after a conditional offer of employment has been made.

Work Environment & Physical Requirements

This is a hybrid role requiring the ability to work in-office, remotely, and at event or field locations throughout San Diego County. Responsibilities may include supporting outreach events and content capture in outdoor coastal settings.

Physical requirements may include:

- Transporting and setting up event materials and equipment (up to 30 pounds)
- Walking or standing for extended periods at events or outdoor sites (beaches, parks, trails)
- Working occasional evenings or weekends to support fundraisers and outreach activities
- Using a computer for extended periods to create and edit digital content

WILDCOAST provides equal employment opportunities to all employees and applicants without regard to race, color, religion, national origin, ancestry, gender, sex, gender identity or expression, age, medical condition, sexual orientation, marital status, citizenship, pregnancy, physical or mental disability, genetic information, veteran status, military status, caregiver status, or any other characteristic protected by federal, state, or local laws.

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Application Materials

To apply, please submit a resume, a brief cover letter describing your interest, and optional (but encouraged) portfolio or work samples to **jobs@wildcoast.org**.

Applications will be reviewed on a rolling basis until the position is filled.