



### **About Texas Water Trade**

Texas Water Trade (TWT) is an organization founded in 2019 aimed at unleashing the power of markets and technological innovation to build a future of clean, flowing water for all Texans. Our work focuses on deploying water solutions for people and the environment, with an emphasis on leveraging water transactions to ensure healthy flows in Texas rivers and scaling up investment in net zero municipal water solutions.

### **The Position**

This part-time, temporary Communications Intern position will be joining TWT's critical startup phase and will play a key role in building awareness of TWT's work across external audiences. The Communications Intern will assist TWT staff in all communications efforts, including drafting op-eds, blogs, website and newsletter content, and social media. This position will work on various stages of projects including content drafting, internal review coordination, editing and outreach to key media outlets.

Responsibilities include:

- General writing and editing for social media, website, op-eds, press releases and blogs
- Generating social media content for Twitter and LinkedIn
- Monitoring key outlets for relevant coverage opportunities
- Developing media list for key markets
- Developing media calendar
- Monitoring and compiling environmental partner coverage
- Assisting with media inquiries and coverage, including print media and podcasts
- Collecting general photography for website and social media
- Maintaining video and photo archives
- Assisting with press at events

### **Qualifications**

Requirements include:

- Currently enrolled in a bachelor program or master's program in communications, journalism or a related field
- Experience with social media, including Twitter, LinkedIn, Facebook and Instagram
- Ability to gather and synthesize large quantities of information into succinct and clear communications
- Ability to work independently with limited supervision
- Strong oral and written communication skills with proven record of attention to detail and deadlines
- Interpersonal skills to communicate with all levels of internal and external customers; use of diplomacy and tact

- Strong core computer skills in MS Word, Excel, Outlook, & PowerPoint; Adobe products a plus
- Enthusiasm to work in a dynamic and entrepreneurial setting
- Ability to maintain confidentiality.

Preferred qualifications include:

- Work experience with similar non-profit organization
- Interest in Texas springs, rivers, bays and estuaries, the future of urban water supplies, market-based conservation and transformative technology for clean water access
- Familiarity with Texas water players and/or industry
- Graphic design experience
- Experience shooting and editing video.

### **Compensation**

Texas Water Trade will provide a \$1,500 stipend (\$10/hr) for 10 weeks during the months of May - August; 15 hours a week (schedule can be flexible).

### **To Apply**

All applicants must submit the following:

- Résumé with relevant coursework and work history
- Up to three samples of your work (writing, photography, design, etc.)
- One letter of recommendation that reflects academic and work experience

Email cover letter, résumé, letter of recommendation and samples of your work to Robin Johnson at [johnson@texaswatertrade.org](mailto:johnson@texaswatertrade.org). Incomplete applications will not be considered.

Target start date is mid-March.

Texas Water Trade, as an equal opportunity/affirmative action employer complies with all applicable federal and state laws regarding nondiscrimination and affirmative action. TWT is committed to a policy of equal opportunity for all persons and does not discriminate on the basis of race, color, national origin, age, marital status, sex, sexual orientation, gender identity, gender expression, disability, religion, or veteran status.