

# POWER <sup>FOR</sup> ALL

## Power for All Communications Intern Announcement 2021

### **About Power for All**

Power for All advances renewable, decentralized electrification solutions as the fastest, most cost-effective and sustainable approach to universal energy access. Power for All is a 501(c)(3) non-profit organization that works to accelerate the deployment of rooftop solar, mini-grids and productive appliances.

Power for All unites partners from government, business, and civil society to mobilize needed political and financial support for distributed renewables. Current campaigns Power for All leads includes the Energy Access Dividend (including the #PoweringJobs campaign), Utilities 2.0, and the 25x25 Country Market Activation.

### **About the Internship**

Power for All is seeking a motivated individual to support our Communications team. This is a unique opportunity to gain valuable experience in an international nonprofit while assisting with writing communications content, supporting media outreach efforts, and administrative support. This internship will expose you to the decentralized renewable and energy access sectors and nonprofit operations at an international level. Our goal is to offer an integrated experience drawing on our intern's interests and strengths while meeting our program needs and fostering new skills.

### **Essential Duties and Responsibilities**

- Develop written content for our ongoing campaigns, including articles, op-eds, case studies, and more.
- Build out media lists and event lists; Clean, re-organize mailing lists (MailChimp, etc)
- Help schedule meetings with potential and existing partners, ensure timely follow-ups, take notes on calls and share with team
- Provide support as needed on webinars and workshops, including scheduling, confirming attendance, and managing technical logistics
- Organize, update, and maintain Zoho (CRM); keep an up-to-date database of new and existing partners and categorize contacts within Zoho
- Support programmatic leads with administrative support to the team as needed, such as ordering photos in the GDrive and developing a list of articles by Power for All published on external websites.

### **The Learning Experience**

- Gain experience in partner outreach and communications between various players in the renewable energy sector.
- Learn how to organize and maintain internal systems crucial to the functioning of a nonprofit organization

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- Strengthen writing abilities through grant report and fundraising opportunities
- Experience what it's like to work with a global, multidisciplinary team and gain exposure to a number of international campaigns.
- Make money!

## **The ideal candidate will**

- Have strong writing abilities, with particular experience writing about renewable energy
- Knowledge and understanding of the renewable energy sector, particularly as it relates to South Asia and Africa
- Knowledge of media, communications, and journalism
- Be a third or fourth-year undergraduate or graduate student
- Have a flexible class schedule to be able to work part-time during the spring semester/quarter.
- Have an ability to multitask and work on multiple projects within deadlines.
- Demonstrate excellent written, interpersonal and verbal communication skills.
- Work efficiently in a fast-paced environment, both independently and on a team.
- Be motivated, flexible, responsible, and able to follow instructions with a positive attitude.
- Be dedicated to or inspired by the Power for All Mission and Vision, and have a desire to work in the energy access and renewable energy field.

### **To apply:**

Please submit a CV, a cover letter explaining interest, and a relevant writing sample to [zoe@powerforall.org](mailto:zoe@powerforall.org).

Start: March 2020

Status: Part-Time

Location: Remote

This is a paid internship

**For more information about Power for All and its mission, visit the website:**

**[www.powerforall.org](http://www.powerforall.org)**

## **Power for All Careers**

Power for All is committed to attracting, developing, and retaining exceptional people, and creating a work environment that is dynamic, rewarding, and enables each of us to realize our potential. The Power for All working environment is safe and open to all employees and partners, respecting the full spectrum of races, ethnicities, national origins, ages, sexual orientation, gender identities, beliefs, religions, faiths and ideologies, cultures, socio-economic backgrounds and levels of physical ability.