



Central Wasatch Commission

2025 Community Engagement Internship

About the Central Wasatch Commission

The Central Wasatch Commission is an inter-governmental entity with jurisdictions in the Town of Alta, the Town of Brighton, Cottonwood Heights, Millcreek City, Park City, Salt Lake City, Holladay, Sandy City, and Summit County, with the Uinta-Wasatch-Cache National Forest, Utah Transit Authority, and Metropolitan District of Salt Lake and Sandy as ex-officio members. Building on the work of Mountain Accord, the CWC seeks to engage the public, build consensus, and coordinate actions in the Central Wasatch Mountains. Learn more at cwc.utah.gov.

Open: Until filled

Compensation: \$15.00/hr *and* one class credit

The Central Wasatch Commission offers internships throughout the year in the Spring (January–May), Summer, (June–August), Fall (September–December), or all year long. Currently matriculating or recently graduated students passionate about the Central Wasatch, local government, and public service, should consider an internship with the Central Wasatch Commission. This internship will require 9 hours of work per week.

Responsibilities

1. Digital Communications:

- Communicate the work of the Central Wasatch Commission through digital platforms including Facebook, YouTube, Spotify, Twitter, Instagram, TikTok, Mailchimp, and the CWC website.
- Create reels, videos, stories, and static social media posts.
- Create blogs around timely topics using SEO principles to drive traffic to the CWC's website.

2. In-Person Outreach:

- Under the direction of the Communications Director, organize, and execute outreach events.
- Represent the Central Wasatch Commission at community events in and around the Central Wasatch including but not limited to tabling days and trail-maintenance work days.

3. Education Outreach:

- Under the direction of the Communications Director, organize, and execute outreach events in schools to encourage the use of CWC's Central Wasatch Dashboard.
- Create blogs around timely topics utilizing SEO principles to drive traffic to the Central Wasatch Dashboard.



Qualifications

- A commitment to the Wasatch Mountains, and demonstrated knowledge of the Central Wasatch Commission's mission and work
- Excellent written and verbal communication skills
- Knowledge of social media and other digital comms platforms
- Excellent organizational and interpersonal skills
- Ability to commit 9 hours per week, including some night and weekend events

Preferences

- Experience with Canva
- SEO best practices

Working Conditions

- Light physical effort. Mostly comfortable working positions, handling light weights, intermittent sitting, standing, and walking.
- Setting up canopy, table, and chairs at indoor and outdoor tabling events.
- Frequent exposure to stress as a result of human behavior and the requirements of the job.

To apply for the Community Engagement Internship, send a resume, a cover letter detailing your relevant experience and interest in the internship, and two professional or academic references to Ben Kilbourne at ben@cw.utah.gov.

The above statements are intended to describe the general nature and level of work being performed by persons assigned to this job. They are not intended to be an exhaustive list of all duties, responsibilities and skills required of personnel so classified. *All requirements are subject to possible modification to reasonably accommodate individuals with disabilities.*