



WHATCOM
LAND TRUST
EST. 1984

Title: Community Outreach Intern

Supervisor: Lauren Ralbovsky, Volunteer Coordinator

Location: On average 40% in-person at the Whatcom Land Trust Bellingham office, 60% supporting outreach efforts in Whatcom County.

Hourly Wage: \$19.13 per hour, non-exempt.

Schedule: Approximately 10-12 hours/week. Saturday availability required, flexible schedule throughout the week.

Timeframe: April 2026 – August 31, 2026; some flexibility around start and end dates.

Benefits: This position is not eligible for benefits as it is temporary.

Posted: February 27, 2026; open until filled. Applications due March 18, 2026.

About Whatcom Land Trust: www.whatcomlandtrust.org

Whatcom Land Trust is a nationally accredited nonprofit organization with the mission to preserve and protect wildlife habitat, scenic, agricultural, and open-space lands in Whatcom County for future generations by securing interests in land and promoting land stewardship. Since 1984, the Land Trust has protected over 28,000 acres.

Position Summary

Whatcom Land Trust is seeking a Community Outreach Intern for Spring–Summer 2026. This internship offers hands-on experience in community engagement, volunteer program development, and nonprofit communications.

Working under the supervision of the Volunteer Coordinator, the intern will play a key role in launching and supporting a new volunteer program while representing the Land Trust at public events throughout Whatcom County and supporting other outreach and office needs. The intern will help expand community awareness of the Land Trust’s mission, strengthen relationships with supporters, and support outreach and communications efforts that grow engagement.

This internship is ideal for someone passionate about land conservation, environmental education, and community-based nonprofit work who is eager to gain practical experience in outreach, program development, and public engagement.

Key Responsibilities:

Community Outreach & Public Engagement

- Represent Whatcom Land Trust at community events, including farmers markets (e.g., Bellingham and Van Zandt), festivals, and other public gatherings held on weekdays and weekends.
- Engage community members in meaningful conversations about the Land Trust’s mission, conservation impact, and opportunities to get involved as supporters or volunteers.

- Support tabling logistics, including event preparation, materials setup and breakdown, tracking contacts, and maintaining an inviting and informative outreach presence.
- Help meet organizational goals for supporter growth and volunteer recruitment by building relationships and collecting community feedback.

Volunteer Program Development & Support

- Assist in the development and launch of a new volunteer program by helping draft written materials, outline program structure, and organize workflows.
- Support the creation of volunteer resources, including training materials, program guidelines, and outreach messaging.
- Assist with program logistics such as scheduling, preparing materials, coordinating participants, and supporting volunteer engagement at events or activities.
- Contribute ideas and feedback to strengthen volunteer recruitment, retention, and overall participant experience.

Communications & Administrative Support

- Support outreach communications by assisting with event promotion, drafting or editing content for newsletters and social media, and capturing photos at events and programs.
- Help maintain accurate records of event contacts, volunteer information, and outreach metrics in the Land Trust's internal database.
- Assist with in-office projects related to outreach, supporter engagement, and community programming.

Required Qualifications:

- Strong verbal and written communication skills, with the ability to speak confidently with members of the public.
- Excellent organizational and time management skills, with the ability to prioritize tasks and follow through on assignments.
- Ability to work both independently and collaboratively in a small team environment.
- Comfort engaging with diverse audiences and building positive, inclusive working relationships.

- Scheduling flexibility
- Ability to lift and transport up to 30 pounds (e.g., outreach materials, tabling equipment).
- Valid driver's license and reliable transportation.

To Apply:

Email a single PDF containing a cover letter, resume, and contact information for three references to officemanager@whatcomlandtrust.org with "Community Outreach Intern" in the subject line. You may also hand-deliver your application if needed. Please include in your cover letter a description of your interest in the position, qualifications for the position, and relevant experience.

The position is open until filled, and screening of applications begins March 18, 2026.

Whatcom Land Trust is an equal opportunity employer and does not discriminate in hiring based on state or federally protected classifications, including but not limited to race, color, national origin, ancestry, religion, creed, sex, pregnancy, sexual orientation, gender, gender identity, disability, use of a trained service animal, honorably discharged veteran or military status, age or genetic information.