



Title: Policy and Marketing Intern

Posting Date: April 18, 2022

Proposed Start Date: June 6, 2022

Duration: 3-6 months, Summer/Fall 2022

Location: Remote

A Policy and Marketing Intern for the National Offshore Wind Research and Development Consortium (“NOWRDC”) will support digital marketing and implement a communications and outreach strategy to raise awareness of NOWRDC’s mission, value, achievements and effectiveness in the relevant stakeholder offices in the Executive Branch and the U.S. Congress. The Policy and Marketing Intern will report to the Executive Director and Program Managers.

NOWRDC is a nationally focused, independent, not-for-profit organization funded primarily by the U.S. Department of Energy and the New York State Energy Research and Development Authority. With the additional financial support of several states, it is led by key offshore wind industry stakeholders and research institutions. NOWRDC was formed in response to U.S. DOE Funding Opportunity Announcement DE-FOA-0001767. NOWRDC is dedicated to managing industry-focused research and development for offshore wind to maximize economic and social benefits for the U.S.

NOWRDC’s research and development priorities are summarized in our [Research and Development Roadmap 3.0](#). NOWRDC funds research projects through open enrollment competitive solicitations. For more information about NOWRDC’s organization and focus areas, visit <https://nationaloffshorewind.org/about/>.

Key Responsibilities:

- Marketing and Communications
 - Assist Executive Director and Program Managers in managing NOWRDC social media platforms, including LinkedIn and Twitter. This will include using digital design tools to create informative graphics and drafting promotional posts for NOWRDC initiatives.
 - Assist with NOWRDC’s Annual Technical Symposium. This includes logistical planning, communication with Symposium participants and attendees, and planning promotional marketing materials.
 - Maintain the NOWRDC website. Tasks may include performing content updates, posting press releases, and providing input on and helping implement design improvements.
 - Develop and update policy-related fact sheets and other materials, including public comment and letters of support.
 - Elevate and provide visibility for efforts to improve the development and growth of the U.S. offshore wind industry. This includes developing plans to highlight key messages to

- be shared with the media, Congressional, and partner audiences, and an approach and timeline for reaching those audiences.
- Identify stories and accomplishments from NOWRDC projects and partners for use in messaging and communications materials.
 - Policy
 - Researching, tracking, and analyzing policies and policymakers at federal, state, and local levels relevant to offshore wind.
 - Compiling information and creating briefing materials for meetings, conferences, and other events.
 - Implement NOWRDC's Congressional strategy, including identifying Members of Congress for targeted outreach, preparing briefing materials, and developing consistent messages for District-level Congressional outreach.

Other Responsibilities

- Additional duties as determined by NOWRDC's needs as well as the intern's interests and career goals.
- A commitment of 6-10 hours of work per week (remotely) from June 2022 through November or December, 2022.

Required minimum qualifications include:

- Demonstrated interest in renewable energy.
- High level of attention to detail.
- Demonstrated problem-solving ability; an entrepreneurial edge, resourcefulness, adaptability, and ability to work independently.
- Strong writing and interpersonal communication skills.
- Experience with LinkedIn and Twitter.
- Experience with or willingness to conduct graphic design.
- A junior, senior, or recently graduated college student in good academic standing pursuing a degree in Marketing, Public Policy, Government Affairs, Legal Studies, Communications, or other related fields.

Compensation:

To be determined.

To apply:

Please submit a cover letter and resume to careers@nationaloffshorewind.org.

NOWRDC is proud to be an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, or veteran status.