2020 DATA RESEARCH SUMMER INTERNSHIP
Community Data & Aquaculture

The Island Institute, a nonprofit community development organization based in Rockland, Maine, seeks a motivated, self-starting college or master’s degree student for an unpaid summer internship designed to promote hands-on learning in a professional, collegial environment. The intern will receive guidance and support from a staff advisor as well as from a team of talented professionals who are passionate about the Maine coast and its year-round island communities.

Position Summary
The Island Institute's Community Data and Aquaculture teams are currently working together to enrich and expand essential data for sharing with the Institute's constituent communities. The intern will provide critical assistance by transferring, collecting and updating data into the participant tracking database, and developing tools for displaying and sharing those data.

Duration and Schedule
The anticipated weekly schedule is approximately 20-30 hours per week for up to 10 weeks, and the duration of the internship is from approximately June 8 to approximately August 14, based on the student’s availability. The intern will work primarily in the Island Institute’s Rockland office, with limited opportunity to work remotely.

Desired Qualifications
- Online research and documentation experience
- Proficiency with Microsoft Office Suite, especially Excel
- Geographic information systems competency (especially ArcGIS Online and ESRI suite)
- Training in statistics and data analysis
- Fluent with relational databases and related technology
- Comfort with phone, email, in-person outreach to request data or information
- Self-starter, flexible, and excellent organizational/time-management skills

Anticipated Learning Outcomes
- Increased knowledge of real-world challenges facing nonprofit organizations and island/remote coastal community partners in tracking impacts of, and sharing information about, community development projects and models
- Participation in the Island Institute’s staff development by attending monthly All-Staff training sessions and other professional development as offered
- Greater awareness and understanding of Maine’s island and remote coastal communities, and their efforts to increase sustainability through community development initiatives
- Firsthand experience to increase data collection and database management skills
Direction and Support for the Internship
Institute staff will work with the intern to establish specific project goals and completion dates during the first two weeks of the internship, and schedule weekly check ins to discuss progress and obstacles. There will also be frequent email and/or phone contact, as-needed meetings, introductions, support for completing tasks, and a final review/exit interview.

IMPORTANT: Due to the COVID-19 pandemic, all internships will be under review to ensure that we can provide a safe environment for students and staff during the summer months. Please complete your application and we will inform you of any changes or cancellations.

How to Apply
The internship placement will remain open until filled, but preference will be given to applications received by Friday, April 24, 2020. We are accepting only online applications here. If you have questions prior to submitting your online application, you are welcome to reach out to Nancy McLeod Carter at ncarter@islandinstitute.org or 207-594-9209 x133.

For more information about the Island Institute and our work, please visit our website here.