



HAUB SCHOOL OF ENVIRONMENT AND NATURAL RESOURCES

Haub School Academic Programs Fellowship

Overview

The Haub School of Environment & Natural Resources seeks proposals from qualified applicants for a year-long fellowship to carry out projects that support the Academic Programs of the Haub School.

Fellowship projects can take many forms (marketing, field course coordination, administration, etc.) and must support some aspect of the work of the Haub School's Academic Programs. Details will be based on the fellow's interests and skills, with input, collaboration, and mentoring from Haub School staff and faculty.

Apply for this fellowship if you are...

- A self-starter with a demonstrated ability to initiate projects and see them through to completion
- Open to receiving constructive criticism and working through multiple drafts
- Creative with a strong work ethic, ability to maintain confidentiality, eagerness to test and implement new ideas

Duties include

- Assist with field and international course coordination including planning, logistics, marketing, etc., and provide in-person staffing support, when necessary
- Promote the Haub School at UW recruitment & retention events, provide a student perspective, and share Haub School experiences with diverse audiences
- Generate marketing and social media content
- As needed: provide additional support for AP projects and Haub School events; serve as peer-mentor for Student Ambassadors

Benefits you'll receive

- Communication and digital marketing skills
- Exposure to various forms of media publishing
- Practice with field and international course coordination in a professional setting
- Mentoring from Haub School staff and faculty

Logistics

- Fellowship will run September 2018 – May 2019
- Work schedule is flexible (\$300/week; 20 hours per week)

To apply please send a cover letter, resume/CV, and a short statement (<500 words; tell us why you want to work with the Haub School Academic Programs Team) to Melanie Matthews – melanie.matthews@uwyo.edu by August 15.