



Climate Justice Graphic Design Internship Description

Job title: Climate Justice Intern

Status: Part-time

Reports to: Executive Director, Tara Hammond

Preferred start date: Fall 2026

Duration: 1-2 semesters

College Credit Approved

About the Foundation:

[Hammond Climate Solutions Foundation](https://www.hcs.foundation) is on a mission to expedite positive change for a just and livable future. Our climate efforts are categorized into three main climate-related areas: project and program management, policy as well as climate advising. We are a small yet highly-motivated and effective team that makes a big impact through the work that we do. We design, develop and manage clean energy and transportation projects and programs that reduce CO2 emissions, lessen air pollution and environmental injustices and save organizations as well as people money that is reinvested into communities while supporting green jobs. We advocate, along with coalition partners, for policies to stop the climate crisis and its detrimental effect on life on Earth. We implement timely approaches to advance climate solutions, create case studies from our pilot programs that can be adopted on a larger scale and have a track record of success. We prioritize communities of concern in our work and efforts as they are affected first and worst by the impacts of climate change.

Internship Summary:

Our Climate Justice Graphic Designer Intern will learn from a small but mighty and passionate team working on various climate projects and programs. While a remote role, there will be opportunities to attend climate events, conferences and meetings as well as participate in public comment periods, coalition meetings and other climate policy efforts. We are happy to meet up in person over lunch and outings such as kayaking.

The Climate Justice Graphic Design Intern will be the lead graphic designer and will be designing content for social media, client newsletters, quarterly reports, quarterly newsletters, website, Solar Moonshot Program toolkit, organization events and more.

The Climate Justice Graphic Design Intern will solely focus on graphic design, however this internship has the opportunity to assist in developing projects and programs in areas that have personal interest. The role will allow the Intern to have a voice within the organization, being a part of brainstorming sessions for new ideas and opportunities for the foundation. The Climate Justice Graphic Design Intern will be a part of a team working to end climate injustices and stop the climate crisis.



Essential functions and responsibilities:

Graphic Design:

- Design social media graphics, flyers, presentations, newsletters, and other marketing materials
- Create infographics that communicate climate, clean energy, and nonprofit impact
- Assist with maintaining brand consistency across digital and print materials
- Edit photos and basic video content for promotional use

Social Media and Communications:

- Develop and schedule engaging social media content across multiple platforms
- Draft captions highlighting program milestones, events, partnerships, and success stories
- Monitor engagement and recommend ways to increase audience growth
- Assist with creating short-form video content (Instagram Reels, LinkedIn, etc.)
- Support website updates and blog posts
- Help produce quarterly newsletters and email campaigns
- Collect photos, testimonials, and stories from community events and project sites

Marketing and Storytelling

- Help tell the story of HCSF's impact through compelling visual content
- Assist in developing communications campaigns around clean energy initiatives
- Research social media trends and recommend new content ideas
- Track analytics and prepare monthly communications reports

Desired knowledge, skills and interest:

- Proficient with Canva and Google Workspace
- Familiarity with social media platforms including Instagram, LinkedIn, and Facebook
- Experience with Adobe Create Suite and Webflow or website editing is a plus
- Passionate about combating the climate crisis
- Organized with excellent time management
- Communicates effectively and openly
- Works independently and creatively
- Positive attitude and team player - dedicated and willing to help others
- Acts responsibly and ethically, personally and professionally
- Votes
- Interested in making the world a better place

Feedback from the Hammond Climate Solutions Foundation team:

"I feel so grateful to be a part of an organization filled with such a passionate and dedicated team. Tara and Justin are willing to invest in their employees and provide them with the tools to make them succeed in their career. Hammond Climate Solutions Foundation is a young



organization and Tara and Justin have allowed the team to weigh in on future projects, goals and other ideas to help shape the organization. I wake up every day and I am motivated by the team to continue to fight for climate justice!" *said Karinna Gonzalez, Hammond Climate Solutions Foundation's Deputy Director (began employment 2/22/2021).*

"I feel very fortunate to work for an organization whose values align so closely with my own. The work environment at Hammond Climate Solutions Foundation is incredibly supportive and empowering. I am inspired by my colleagues' passion every day. I love how collaborative and open to ideas the team is and knowing that our work is mitigating the climate crisis is incredibly rewarding," *said Maya Steinberg, Hammond Climate Solutions Foundation's Climate Justice Development Manager (worked 12/13/2021 through 12/31/2023).*

The Application Process:

To apply, email karinna@hcs.foundation with your resume and cover letter. Applications will be accepted until the position is filled.