



Commonwealth Corps Service Internship Position Description



Whale and Dolphin Conservation

Commonwealth Corps Public Outreach & Education Specialist

The mission of the Commonwealth Corps service internship program is to engage Massachusetts residents of all ages, backgrounds, and identities in direct service to strengthen communities, address critical needs, and increase volunteerism. Through hands-on experience, Commonwealth Corps members gain professional skills and valuable knowledge while positively impacting diverse communities in our state.

The Massachusetts Service Alliance (MSA) is a private, nonprofit agency that oversees the program and supports host site partners and members to find success throughout the program year. The two Commonwealth Corps members with Whale and Dolphin Conservation (WDC) will serve 10 months in a full-time capacity. They will join a diverse corps of members across Massachusetts who share a common desire to explore their passions and expand their network in service to their communities and the Commonwealth. The 2026-2027 program year will support 8 unique host sites and 17 CC members with the opportunity to share, support, and collaborate with the group.

The mission of Whale & Dolphin Conservation (WDC) is to amaze people with the wonder of whales and dolphins and inspire global action to protect them. WDC will host two full-time Commonwealth Corps members who will educate people of different ages, backgrounds and abilities throughout Massachusetts. Members will help increase awareness of marine mammal conservation by seeking and building strategic relationships with community partners and developing and delivering high-quality, engaging education & outreach lessons. The Public Outreach & Education Specialist will develop a feasibility study and plan for a visitor center that includes researching community needs, evaluating risks and challenges, developing a budget, and designing content for display. Lastly, they will leverage over 60 volunteers involved with WDC programs.

What You'll Do:

Essential Responsibilities:

- Complete a minimum of 1,500 hours of service, serving August 17, 2026 through June 19, 2027.
- Attend a minimum of 6 Commonwealth Corps trainings and events held by MSA, generally 1-2 times per month.
- Participate in a minimum of 30 minutes of MSA-related activities each week. This includes filling out timesheets, completing a bi-monthly reflection or check-in, or other MSA-related tasks or activities.
- Deliver education programs to K-12 students throughout Massachusetts
- Expand K-12 marine science education efforts in Massachusetts by building relationships with community partners, facilitating an average of 10 outreach events per month, and creating new educational content, such as lesson plans and student worksheets.
- Coordinate with new and existing schools and community partners to provide marine mammal conservation programming to communities, especially underserved communities, across Massachusetts
- Develop a visitor center feasibility study, including outlining a potential plan for execution including researching locations, expenses and budgeting, staffing, content design and layout.
- Design content for future visitor center displays

Marginal Responsibilities:

- Assist with responding to stranded seals, whales, dolphins and porpoises across 300 miles of Massachusetts coastline
- Participate in outreach programs and other public events throughout Massachusetts to educate on the importance of whales & dolphins and spread awareness of WDC's conservation missions.
- Learn the inner workings of how a nonprofit operates
- Be a part of the greater Commonwealth Corps community, including participating in cross-site learning groups, writing a short profile for the CC newsletter, connecting with other members on our online platforms, and attending optional social/service events.

Who You Are:

You must be:

- A Massachusetts resident ([see guidelines here](#)) with legal authorization to work in the U.S.
- 18 years of age at minimum (member age range is 18 – 70+ years old)
- Excited to give back to your community and interested in developing your skills and gaining new professional experiences
- Committed to 10 months of service and **able to balance service internship commitments with personal commitments in a sustainable way**
- Enjoy working with the public, diverse audiences, and teams
- Observant and have attention to detail
- Able to drive a vehicle and feel comfortable driving in the city
- Able to pass a background check
- Experienced with Microsoft Office and Google Suite
- Able to lift or move heavy objects (around 50 lbs) and work outside in adverse weather conditions
- As our work sometimes includes interactions with large crowds of people as well as direct contact with wild animals, we encourage our staff to stay up to date with vaccinations. [CDC communicable disease recommendations](#) are reviewed at frequent intervals and guide the updating of WDC's protocols to keep employees safe.

It would also be great if you:

- Are eager to dive into new experiences and enjoy having a variety of tasks to work on
- Are comfortable with public speaking
- Are comfortable working with live and dead animals
- Speak a second language in addition to English (Spanish, Chinese, Portuguese, etc) – multilingual candidates are encouraged to apply

What You'll Get:

- **Stipend** of \$1,250 semi-monthly while in service, up to \$26,250 minus taxes and withholdings;
- **Health insurance** (individual coverage only);
- **Member assistance program**, including unlimited, confidential, 24/7, phone counseling services and up to three free, in-person counseling sessions, plus a lot more;
- **Completion award** of up to \$4000 upon successful completion of service, minus taxes and withholdings;
- **Reimbursement for outside training** or professional development opportunities relevant to member's service and goals (Up to \$100; Dependent on pre-approval from MSA)
- **Ongoing training and support from MSA** including **professional development** workshops and opportunities;

- **Limited travel reimbursement from MSA** to Corps-wide MSA-sponsored activities;
- **Limited travel reimbursement from your host site** for certain service-related travel away from your usual service location;
- **Internet reimbursement** up to \$50/month if required to complete some service from home;
- **Professional development** opportunities in marine science such as trainings with other organizations, conference attendance, on-site training by Policy, Education, Marine Animal Rescue & Response and Communications teams, and quarterly staff trainings
- **Vehicle** use of WDC company vehicle for work-related travel
- **A dog friendly office** for midday pick-me-ups
- **Staff fun days** scattered throughout the year with games, movies, and food!
- **10 Mental Health/Personal Days** (1 day = 8hrs)
- The opportunity for at least 10 days of planned absences (may include holidays, does not count towards hours requirement);

Please note that receipt of these stipends/benefits may impact an individual's eligibility for certain public benefits.

Term of Service:

- **Position Start Date:** August 17, 2026
- **Position End Date:** June 19, 2027
- Service commitment 40 hours per week during the following days/times:
- Monday-Friday 9am-5pm in person with a potential for up to 3 weekend commitments per month with 2 weeks' notice provided. Hours served on weekends can be adjusted for during the week.
- Potential for remote work 2 days a week, program schedule permitting.
- The typical breakdown of office to fieldwork is 70% in the office and 30% in the field

How to Apply:

- To apply, fill out the form linked on our website <https://us.whales.org/about/get-involved>. Early applications are encouraged as applications will be accepted on rolling basis. Questions about this position can be directed to contact@whales.org.
- For questions related to the Commonwealth Corps program, contact ccquestions@mass-service.org

*Accepted members will be required to undergo a criminal history check.

Whale and Dolphin Conservation will recruit and select persons in all positions to ensure a diverse and inclusive climate without regard to race, ethnicity, religion, sex, gender, sexual orientation, age, veteran status, color, political affiliation, creed, national origin, marital status, or any other status as protected by federal, state, and local laws. Whale and Dolphin Conservation welcomes applications from individuals with disabilities and will make reasonable accommodations for interviews and for service upon request.



Commonwealth Corps Service Internship Position Description

Whale and Dolphin Conservation



Commonwealth Corps Marine Mammal Stranding Outreach Specialist

The mission of the Commonwealth Corps service internship program is to engage Massachusetts residents of all ages, backgrounds, and identities in direct service to strengthen communities, address critical needs, and increase volunteerism. Through hands-on experience, Commonwealth Corps members gain professional skills and valuable knowledge while positively impacting diverse communities in our state.

The Massachusetts Service Alliance (MSA) is a private, nonprofit agency that oversees the program and supports host site partners and members to find success throughout the program year. The two Commonwealth Corps members with Whale and Dolphin Conservation (WDC) will serve 10 months in a full-time capacity. They will join a diverse corps of members across Massachusetts who share a common desire to explore their passions and expand their network in service to their communities and the Commonwealth. The 2026-2027 program year will support 8 unique host sites and 17 CC members with the opportunity to share, support, and collaborate with the group.

The mission of Whale & Dolphin Conservation (WDC) is to amaze people with the wonder of whales and dolphins and inspire global action to protect them. WDC will host two full-time Commonwealth Corps members who will educate people of different ages, backgrounds and abilities in Massachusetts. Through their service, the Marine Mammal Stranding Outreach Specialist will help increase awareness of our marine mammal stranding response program and marine mammal conservation by increasing our number of individual contacts, seeking and building strategic relationships with community partners, and developing high-quality outreach activities that will continue to be utilized for years to come. In addition, they will leverage over 60 volunteers that will be engaged in marine mammal stranding response.

What You'll Do:

Essential Responsibilities:

- Complete a minimum of 1,500 hours of service, serving August 17, 2026 through June 19, 2027.
- Attend a minimum of 6 Commonwealth Corps trainings and events held by MSA, generally 1-2 times per month.
- Participate in a minimum of 30 minutes of MSA-related activities each week. This includes filling out timesheets, completing a bi-monthly reflection or check-in, or other MSA-related tasks or activities.
- Expand marine mammal stranding specific outreach efforts in Quincy, Boston, Winthrop, and Revere by building relationships with community partners, scheduling an average of 3 outreach events per month, and optimizing current outreach programming for the newly expanded response territory
- Design and implement new interactive outreach activities designed to grab public attention
- Coordinate new and existing volunteers through management of volunteer database, design and implementation of new recruitment strategies.
- Execute volunteer orientations and trainings on marine mammal response once a month with potential for additional trainings as needed.

Marginal Responsibilities:

- Respond to stranded marine mammals (seals, whales, and dolphins) across 300 miles of Massachusetts coastline
- Manage the stranding hotline 1-2 days per week
- Participate in school programs and other education events throughout Massachusetts
- Be a part of the greater Commonwealth Corps community, including participating in cross-site learning groups, writing a short profile for the CC newsletter, connecting with other members on our online platforms, and attending optional social/service events.

Who You Are:

You must be:

- A Massachusetts resident ([see guidelines here](#)) with legal authorization to work in the U.S.
- 18 years of age at minimum (member age range is 18 – 70+ years old)
- Excited to give back to your community and interested in developing your skills and gaining new professional experiences
- Committed to 10 months of service and **able to balance service internship commitments with personal commitments in a sustainable way**
- Enjoy working with the public, diverse audiences, and teams
- Comfortable working with live and dead animals
- Observant and have attention to detail
- Able to drive a vehicle and feel comfortable driving in the city
- Able to pass a background check
- Experienced with Microsoft Office and Google Suite
- Able to lift or move heavy objects (around 50 lbs) and work outside in adverse weather conditions
- As our work sometimes includes interactions with large crowds of people as well as direct contact with wild animals, we encourage our staff to stay up to date with vaccinations. [CDC communicable disease recommendations](#) are reviewed at frequent intervals and guide the updating of WDC's protocols to keep employees safe.

It would also be great if you:

- Are eager to dive into new experiences and enjoy having a variety of tasks to work on
- Are comfortable with public speaking
- Speak a second language in addition to English (Spanish, Chinese, Portuguese, etc.) – multilingual candidates are encouraged to apply

What You'll Get:

- **Stipend** of \$1,250 semi-monthly while in service, up to \$26,250 minus taxes and withholdings
- **Health insurance** (individual coverage only);
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- **Completion award** of up to \$4000 upon successful completion of service, minus taxes and withholdings
- **Reimbursement for outside training** or professional development opportunities relevant to member's service and goals (Up to \$100; Dependent on pre-approval from MSA)
- **Ongoing training and support from MSA** including **professional development** workshops and opportunities;
- **Limited travel reimbursement from MSA** to Corps-wide MSA-sponsored activities;

- **Limited travel reimbursement from your host site** for certain service-related travel away from your usual service location;
- **Internet reimbursement** up to \$50/month if required to complete some service from home;
- **Professional development** opportunities in marine science such as trainings with other organizations, conference attendance, and quarterly staff trainings
- **Vehicle** use of WDC company vehicle for work-related travel
- **A dog friendly office** for midday pick-me-ups
- **Staff fun days** scattered throughout the year with games, movies, and food!
- **10 Mental Health/Personal Days** (1 day = 8hrs)
- The opportunity for at least 10 days of planned absences (may include holidays, does not count towards hours requirement);

Please note that receipt of these stipends/benefits may impact an individual's eligibility for certain public benefits.

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