

**WASHINGTON STATE WORK-STUDY PROGRAM  
JOB DESCRIPTION**

A Job Description form must be completed for each State Work-Study position offered by a participating employer. Additional instructions for completing the form may be found on the third page of this document. **EMPLOYERS SHOULD ENTER RESPONSES FOR ITEMS 1-8, PRINT OUT THE COMPLETED FORM, SIGN ITEM 9, AND RETURN THE FORM TO THE INSTITUTION.**

(1) Ecological Economics Undergraduate Student Internship (2) \$ 10.00 to \$12.00  
JOB TITLE Pay range: Minimum and maximum pay range to be paid for this position

(3) Effective dates of this Job Description: 9/1/2011 to 06/30/2012

(4) **JOB DESCRIPTION:** *(Be specific and provide detailed description of duties)* Earth Economics is a small non-profit, non-government organization (NGO) founded in 1998 by five dynamic activists from various fields. We apply new economic tools and principles to meet the challenges of the 21st century: achieving the need for just and equitable communities, healthy ecosystems and sustainable economies. Earth Economics strives to shift away from the failed economic policies of the past towards an approach that is both economically viable and environmentally sustainable. Our work promotes progressive, science-based economics to influence and change policy on ecosystem health, fisheries, forests, mining, energy, multilateral institutions and international finance.

Tasks may include, but are not limited to, assisting staff with economics research with an emphasis on ecological issues, sustainable development & progressive economic theory; event planning and coordination; report writing, editing, layout and design; support in the areas of communication and publicity (media, internet, phone, website, campus, etc). Flexible hours : between 9-5:30, Monday – Friday. Some work may be completed out-side of the office.

(5) **EDUCATIONAL BENEFITS TO BE DERIVED BY STUDENTS IN THIS JOB** Students will increase knowledge about environmental advocacy and the field of ecological economics -- the intersection between environmental health, societal health, and economic health, and gain understanding of the functions, goals, and workings of the non-profit sector through contribution to a major current project, "21<sup>st</sup> Century Washington", or one of our international programs focused in Central America. The goal; to secure ecological sustainability, a prosperous economies and healthy communities by demonstrating the value of natural systems and shifting investment. Student may actively integrate current academic focus and coursework with internship. Depending on interest and ability, students may develop independent research projects that support our mission.

(6) **MINIMUM QUALIFICATIONS** Must be able to work independently and be self motivated. Candidate should possess strong communication skills, have basic economics background including some ecological economics, some background in finance and trade, strong computer skills & proficient research ability. Must have interest in learning how NGOs work as well as experience or interest in environmental and social justice issues.

(7) Earth Economics (8) 20-1843411  
Name of employing business or organization IRS Federal Employer Identification Number  
*(Job Description will not be approved if left blank)*  
 1121 Tacoma Ave S, Tacoma, WA 98402  
Address

(9) BY: Tedi C. Dickinson 253-539-4801  
Signature of legally authorized representative signing time sheets Phone  
 Tedi C Dickinson  
Print Name of Legally Authorized Representative

**For College/University and HECB Use Only:**

(10) Approved:	<u>Signature</u>	(11) <u>Name of College/University</u>	(12) <u>Code</u>
(13) Percentage Reimbursement:	<u>%</u>	(14) Job Classification Code:	<u></u>
(15) Position number:	<u></u>	(16) Special Funding Source:	<u></u>
(17) Approved:	<u>For the HECB</u>	<u>Date</u>	