

JOB TITLE: Education Training Intern

REPORTS TO: Industry Education Director

Job Summary:

The Education Training Intern will play a vital role in supporting the education and training initiatives within the Offshore Wind industry. This position is designed to provide a hands-on learning experience for individuals interested in the intersection of renewable energy, education, and workforce development. The intern will work closely with the Education and Training team to contribute to the design, development, and delivery of educational programs and resources for individuals pursuing careers in the offshore wind sector.

Key Responsibilities:

1. Curriculum Development:
 - Assist in the creation and refinement of training materials, modules, and curriculum related to offshore wind technologies, safety protocols, and industry best practices.
2. Training Program Support:
 - Collaborate with the Education and Training team to organize and facilitate training sessions, workshops, and educational events.
 - Provide logistical support for training programs, including participant registration, materials preparation, and venue coordination.
3. Learning Resource Management:
 - Curate and manage educational resources, including digital content, manuals, and multimedia materials.
 - Update and maintain the learning management system (LMS) to ensure accurate tracking of training activities and participant progress.
4. Stakeholder Engagement:
 - Liaise with internal and external stakeholders, including educational institutions, industry partners, and regulatory bodies.
 - Assist in building and maintaining relationships with sponsors and clients
5. Evaluation and Feedback:
 - Contribute to the development and implementation of assessment tools to evaluate the effectiveness of training programs.
 - Collect and analyze feedback from participants to continuously improve the quality of educational offerings.

Qualifications:

- Currently enrolled in a relevant undergraduate or graduate program (e.g., education, renewable energy, environmental studies, etc.).
- Strong organizational and project management skills.
- Excellent communication skills, both written and verbal.
- Proficiency in Microsoft Office Suite and familiarity with learning management systems.

- Passion for renewable energy and a commitment to promoting sustainable practices.
- Ability to work independently and collaboratively in a dynamic, fast-paced environment.

Benefits:

- Hands-on experience in the growing field of offshore wind energy.
- Exposure to industry professionals and networking opportunities.
- Learning opportunities in curriculum development, training program management, and stakeholder engagement.

Oceantic Network is a nonprofit organization focused on the development of U.S. offshore wind and related ocean renewables. As the leading voice for the offshore wind business community, we bring together developers, policymakers, academia, global experts, and leading businesses.