



<b>WIE Externship Title:</b>	Communications Associate		
<b>Department/Group:</b>	Communications	<b>Reporting to:</b>	Natalia Sharova
<b>Location:</b>	New York, NY	<b>Travel Required:</b>	No Travel Required
<b>Contact:</b>	Natalia Sharova	<b>Date Posted:</b>	September 7, 2020
<b>Experience requested:</b>	Interest in energy and innovation, communications experience	<b>Posting Expires:</b>	September 25, 2020

**Applications Accepted By:**

**EMAIL:**

natalia@builddedison.com  
Subject Line: WIE Externship  
- Communications Associate

**ABOUT Build Edison:** We help clean tech companies scale and commercialize faster and more consistently. With Build Edison, clean tech companies get a team of experts to transition their technologies to commercial scale and add value to both customers and investors. Our clients include energy startups and entities that have a vested interest in technology growth such as investors, strategic partners, and government innovation programs. Our facilities partners that host demonstration projects include utilities, REITs, municipalities, universities, and large commercial/industrials. Build Edison's technology focus areas are energy and sustainability solutions for the built environment, mobility and transport, and utilities.

**Job Description**

**ROLE AND RESPONSIBILITIES**

The Build Edison Communications Associate will support social media strategy and execution, copy-editing, messaging, and contribute to Build Edison blog. The Associate will also help identify speaking opportunities for Build Edison experts and assist with conference submissions. The Associate will support positioning Build Edison as an expert and thought leader on a variety of clean energy areas, including but not limited to smart grid, mobility, built environment, energy storage, energy and climate policy with focus on New York State. The Associate will have an opportunity to interact with innovative clean energy startups, electric utilities, New York State government, among others. The ideal candidate will be familiar with the clean energy space, will have excellent writing skills, and will have a proven ability to work both independently and collaboratively. Social media and blog writing experience on a variety of clean energy topics is a plus.

**EXTERNSHIP REQUIREMENTS**

The externship will require no less than 15 to 20 hours per week of time. Candidates can work remotely, but Build Edison expects interns to be available to present their work once or twice a week, depending on the week. The successful candidate will be a highly motivated self-starter with an entrepreneurial spirit.

**PREFERRED SKILLS**

Excellent writing and social media skills.

**ADDITIONAL NOTES**

For more information about Build Edison, take a look at the website ([www.builddedison.com](http://www.builddedison.com)).