



Midpeninsula Regional Open Space District - *JOB ANNOUNCEMENT*

Public Affairs Intern

Pay Rate: \$27.1341 per hour, Non-benefited

Application Deadline: Sunday, December 28, 2025

About the Position: The Midpeninsula Regional Open Space District (Midpen) seeks a Public Affairs Intern to assist with a variety of tasks, including researching and writing for Midpen print and digital publications, creating web and social media content, representing Midpen at community events, working with community partner organizations, managing photo databases, drafting media advisories and press releases and other duties as assigned. This internship will provide valuable training in public affairs strategies and activities. This position reports to the Public Affairs Specialist leading media relations, with additional assignments from other communications project/program leads. The expected start date for this position is March 2026.

About Midpen: Midpen helps plants, animals and people thrive throughout the greater Santa Cruz Mountains region by preserving a greenbelt of more than 70,000 acres of public open space with 250 miles of trails in 27 extraordinary preserves, permanently protected for natural resource conservation and ecologically sensitive public enjoyment and education. Midpen is a public agency with a focused mission that guides our work, and where every employee makes an impact. If you are looking for an outstanding opportunity to contribute to the legacy of open space protection, natural resource restoration and outdoor recreation, working with an incredible team of like-minded colleagues, we invite you to apply for this position! For more information please visit our [Intern Program Brochure](#) on our Employment Opportunities page.

Basic Requirements: Internships are open to applications from current students or recent graduates (within the last 12 months). Successful candidates will have a background in public affairs, communications, public relations, marketing, policy and government, journalism, community relations, customer service or a similar field. Candidates who also have experience, knowledge of or an interest in natural history and sciences, environmental studies, parks and open space or interpretation would benefit from this internship. Experience with social media platforms and tools, website content management systems, event management and email marketing platforms are a plus. Possession of a valid California driver's license is required.

Working Conditions/Schedule: The Public Affairs Intern will work at Midpen's Administrative Office in Los Altos, CA. Midpen offers a hybrid work environment for this position, and will be divided between on-site work at the Administrative Office in Los Altos, at-home office work and some outdoor work. Candidates should expect to work from the office a minimum of 2 days each week. This position will be required to work evenings, weekends, and holidays as needed for in-person special events. **The intern will be required to work the weekends of April 18 & 19, April 25 & 26, May 2 & 3 and June 6 & 7.** This is a temporary position working 20 – 40 hours per week, which will extend up to a total of 950 hours over a 6-9 month period. This is a non-benefited position.

Ready to apply? Great! We welcome your application online at [CalOpps.org](https://calopps.org). (To avoid missing email communication regarding your status in this recruitment, please add mpropenspace@calopps.org to your contacts or list of safe senders)

Application deadline is Sunday, December 28, 2025. Applicants with the most relevant experience and qualifications suitable for the position will be contacted for an interview.

The following application items are required to be considered:*

1. Fully completed CalOpps employment application
2. Cover letter
3. Resume

4. Supplemental question responses

**Incomplete CalOpps employment applications, or applications without the required application items listed here, will not be considered for the position.*

Virtual Interviews are planned for Thursday, January 15, 2026. Unfortunately, we are unable to accommodate individual schedules.

At Midpen, we believe open space is for all. Our public lands are shared spaces provided for the community by the community. All people, regardless of background, deserve respect, dignity, safety and a sense of belonging. Midpen welcomes all people to enjoy the public open space preserves we hold in trust, supporting the mental, physical, and social well-being of our region.

Midpeninsula Regional Open Space District is an Equal Opportunity Employer

Applicants with disabilities may request reasonable accommodation by contacting the Human Resources department at 650-691-1200.

Put your passion for Open Space to work