

**NYU Stern Center for Sustainable Business
Communications and Events Intern
Fall 2026**

The NYU Stern Center for Sustainable Business (CSB) seeks a motivated and creative Student Intern to join our team for Fall 2026. The Communications and Events Intern will provide content, research, and administrative support across CSB's communications and event operations, from digital asset production to speaker research to internal resource management. This is an excellent opportunity for a student interested in gaining hands-on experience in communications, content creation, and event coordination within a mission-driven organization.

Roles/Responsibilities:

- Support the production of digital assets based on CSB-provided content and direction, including static graphics, short-form video, event collateral, and one-pagers
- Conduct research to support speakers at CSB events and content initiatives, including reviewing prospective speakers' professional backgrounds and LinkedIn presence
- Support communications research, content organization, project coordination, internal tracking as needed
- Maintain and organize internal libraries of CSB publications, media coverage, event recordings, communications materials, and other shareable resources
- Assist with maintaining accurate and up-to-date information across communications and event-planning systems
- Provide administrative and logistical support for communications projects, speakers, and events as needed

Evaluation Metrics:

- Student will have one meeting per week with their direct supervisor to discuss progress on priorities, projects and professional development
- Supervisor will provide student with feedback on each assignment that the student completes

Qualifications:

- Strong organizational skills and attention to detail
- Clear written and verbal communication skills
- Familiarity/experience using Canva, CapCut, and Adobe Creative Cloud tools
- Ability to follow established brand, messaging, and approval guidelines
- Comfort managing multiple assignments and meeting deadlines
- Ability to learn and use project-management, content-management, and internal tracking systems
- Interest in communications, events, sustainability, or business
- Experience creating digital or multimedia content preferred

Logistics:

- Position is hybrid with on-site presence as needed

- Intern will report to Skyler Nourse, Associate Director, Communications and Events with scheduled check-ins once a week
- Position starts Fall 2026; roughly 5 -10 hours a week
- Opportunity for renewal for Spring 2027
- Compensation: \$17/hour, work-study eligible

Application instructions:

To apply, please fill out an [application at this link](#) and submit the following:

- **Your résumé and cover letter**, combined into a single PDF.
- **A shareable Google Drive link to one digital work sample you created**, such as a social media graphic, video, or email campaign. Please ensure that anyone with the link can view it.

Applications will be reviewed on a rolling basis.

About CSB

The NYU Stern Center for Sustainable Business (CSB) envisions a better world through better business. CSB was founded on the principle that sustainable business is good business, and is proving the value of sustainability for business management and performance at a time when people and the planet need it most. Through education, research, and engagement, CSB prepares individuals and organizations with the knowledge, skills, and tools needed to embed social and environmental sustainability into core business strategy. In doing so, businesses reduce risk; create competitive advantage; develop innovative services, products, and processes; while improving financial performance and creating value for society. For more information, visit [CSB's website](#).