**Title:** 2014 May Federal Bike-To-Work *Challenge*Internship

**Sponsor:** The National Highway Traffic Safety Administration (NHTSA) Region 10 Office – Pacific Northwest, 915 2nd Avenue, Suite 3140, Seattle WA 98174

**Application Deadline:** March 16, 2014

**Background & Description**: This is your opportunity to help impact federal employees commuting habits and health across the nation. If you want to be involved in helping shape future bicycle commuting habits of federal employees and are dynamic and organized, apply to join our *Challenge* team. As an intern, you will have a foot in the door of NHTSA, other federal agencies, and the [Cascade Bicycle Club](http://www.cascade.org/). [NHTSA](http://www.nhtsa.gov/About%2BNHTSA/Who%2BWe%2BAre%2Band%2BWhat%2BWe%2BDo) is a public health agency within the US Dept. of Transportation working to save lives, prevent injuries, and reduce economic costs due to road traffic crashes. This project is an employee health, emissions reduction, and alternative transportation promotional campaign. You will be involved in aspects of promoting and expanding the *Challenge,* such as managing the [Facebook page](https://www.facebook.com/FederalBikeToWorkChallenge?ref=hl) (https://www.facebook.com/FederalBikeToWorkChallenge?ref=hl). Additional information about the *Challenge* can be found here: <http://www.epa.gov/fgc/spotlight/bike.html>; <http://www.doi.gov/greening/transportation/biketowork.cfm>

**Required Skills/Duties**:  ability to communicate effectively; newsletter, press release, interview and/or promotional writing; data analysis; Word processing skills including use of Word, Outlook, Publisher, Excel.

**Preferred Interests/Skills**:  public or occupational health; communications; public policy or administration; transportation;  bicycle transportation & safety; greenhouse gas/emissions reduction; database skills; web programming skills, including HTML, content management system, website developing, and/or web based communication languages and platforms skills; Facebook and/or web-page management/writing experience.

**Potential Responsibilities**: work with federal employees and other partners to improve federal participation in 2014 May Federal Bike-To-Work *Challenge*; help collect & write stories; newsletters; encourage team collaboration; data tabulation and generation of data tables/charts; webpage design/management; interview bicycle commuters; phone & email outreach.

**Compensation**: None. Some previous interns have received college credits for their efforts and used NHTSA staff to provide written work references.

**Schedule**: Approximately 10 hours per week, late March/early April 2014 through late June 2014.

If interested in this internship, please email a copy of your resume and a cover letter to Max Sevareid at Max.Sevareid@dot.gov by March 16, 2014.