



WGC Seasonal Internship Program 2026

TITLE: WGC Intern

FSLA: Part-Time, Hourly, Non-Exempt

Organization and Position Summary:

Waterloo Greenway is a 1.5-mile urban park system supported by a public-private partnership between the City of Austin and Waterloo Greenway Conservancy. Once complete, the 35 acres of connected green space will be home to a wild array of natural and cultural destinations. The park system is being planned, designed, and built in three phases of geographic milestones. Meeting each phase by our completion goals is ambitious and requires support from the entire community. Phase 1 opened in August 2021 and includes Waterloo Park and the Moody Amphitheater. Phase II, from the lake up to 4th Street, is under construction and will open in spring 2026. Amid epic gardens and rolling pathways, and a twinkling Waller Creek that links them, the environment, arts, health, and adventure will converge and nourish authentic and uplifting experiences that reflect our city's diversity.

Waterloo Greenway is seeking interns for our upcoming Internship Program kicking off in April, 2026. The Waterloo Greenway Internship Program offers hands-on experience for students and emerging professionals interested in nonprofit operations, public space management, events, communications, and community engagement. Interns will gain practical experience supporting the daily operations and initiatives of Waterloo Greenway while working alongside a collaborative and mission-driven team.

Interns may be placed in one of several departments including **Marketing & Communications, Venue Operations, Park Operations and Programming & Events**. Interns will assist with projects and initiatives that support the organization's programs, events, park operations, and community engagement efforts.

This paid internship provides an opportunity to build professional skills, contribute to meaningful community work, and gain insight into the operations of a large urban park and nonprofit organization.

**Waterloo Greenway Conservancy Internship Program Period Dates:
Seasonal | April 22, 2026 - October 30, 2026**

Primary Responsibilities

Responsibilities may vary by department but may include:

Operational and Program Support

- Assist staff with day-to-day operations and departmental initiatives
- Support planning and execution of park programs, performances, and special events
- Assist with event setup and breakdown, coordination with staff, vendors, and partners

Community Engagement and Visitor Experience

- Serve as a welcoming and visible ambassador for Waterloo Greenway
- Support visitor services and help ensure a positive park experience for guests
- Assist with outreach efforts and engagement during public programs and events

Marketing and Communications Support

- Assist with content development, social media, promotional materials, and communications initiatives
- Support marketing campaigns and help maintain brand consistency across platforms

Data and Reporting

- Collect and track attendance metrics for events and programs
- Assist with data collection, reporting, and analysis related to park usage and program participation

Position Requirements

- Currently enrolled college student or recent graduate (junior-level coursework preferred)
- Strong communication and interpersonal skills
- Responsible, proactive, and detail-oriented
- Ability to work collaboratively in a fast-paced team environment
- Interest in nonprofit organizations, parks and public spaces, events, marketing, or fundraising
- Ability to think critically and contribute ideas to improve programs and operations
- Flexible schedule with availability for evenings and weekends

Internship Experience:

This internship provides valuable exposure to nonprofit operations, public programming, event production, and urban park management. Interns will have opportunities to collaborate across departments, develop professional skills, and contribute to the mission of creating vibrant public spaces for the Austin community.

Physical Demands and Work Environment:

The job is performed primarily in an outdoor environment. Willingness and the ability to perform physical labor by lifting objects weighing at least 50 pounds; consistently squatting, bending, etc. are required, both indoors and outdoors in all types of weather.

Compensation and Benefits:

Competitive compensation, dependent on experience and other factors. This paid internship is part-time and not eligible for company sponsored benefit offerings at this time.

To Apply:

Qualified applicants are invited to submit a resume, cover letter, and contact information for at least three professional references via email to hr@waterloogreenway.org (we will not contact references until candidates will have opportunity to notify them)

Applicants for employment in the U.S. must possess work authorization which does not require sponsorship by the employer for a visa.

Equal Employment Opportunity:

Waterloo Greenway and Live Nation Entertainment strongly supports equal employment opportunity for all applicants regardless of race, color, religion, sex, gender identity, pregnancy, national origin, ancestry, citizenship, age, marital status, physical disability, mental disability, medical condition, sexual orientation, genetic information, or any other characteristic protected by state or federal law.

Hiring Practices:

The preceding job description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities, and qualifications required of employees assigned to this position.