November 18, 2026

Internship Opportunity - Spring 2027

The Indian Nations Council of Governments (INCOG) has a 15-20 hour/week paid internship available for Spring 2027. INCOG is a voluntary association of local and tribal governments in the Tulsa metropolitan area. INCOG is one of 11 Councils of Governments in the State of Oklahoma, and one of several hundred regional planning organizations across the country. INCOG provides planning and coordination services to assist in creating solutions to local and regional challenges in such areas as land use, transportation, community and economic development, environmental sustainability, public safety, and services for older adults. INCOG serves Creek, Osage, Rogers, Tulsa, and Wagoner counties, more than 50 cities and towns located in those counties, and the Cherokee, Muscogee, and Osage Nations. Within its Energy and Environmental Sustainability division, INCOG houses Tulsa Area Clean Cities (TACC). Tulsa Area Clean Cities is one of over 75 coalitions in the national Clean Cities and Communities (CC&C) partnership, supported by the U.S. Department of Energy. Clean Cities and Communities coalitions serve to reduce emissions in the transportation sector by advancing the use of low-carbon fuels in fleets and expanding access to sustainable mobility modes. At the local level, TACC serves as a resource point for alternative fuel projects, providing comprehensive assistance to public and private fleets in evaluating alternative fuel options, including assessing operational feasibility and estimating financial and environmental benefits.

The intern will assist in research, analysis, and content creation for several upcoming and ongoing programs and projects. Anticipated tasks include:

- Performing research tasks as assigned, such as updating fueling station status and counts, compiling lists of prospective fleets and other stakeholders for outreach, and identifying and evaluating funding opportunities to catalyze projects.
- Examining policy and projects relevant to the CC&C program, including reviewing relevant projects in Oklahoma and across the nation, tracking state-level legislation and national policy trends, writing letters of support, and contributing to grant proposals.
- Creating informational materials and content for stakeholders, including printed materials for in-person events and digital for email, newsletters, website, and social media.
- Assisting with events, including planning, organizing/coordinating, promotion, and help on event days.

Qualified candidates do not need in-depth knowledge of the above areas but must be interested and motivated to learn. Strong communication and writing skills are required, and skills or interest in digital media, content creation, websites, newsletters, and social media are preferred. Ideal candidates are undergraduate or graduate students in environmental science, policy, or studies; urban planning; political science; public administration; or communications, public relations, or English. Fluency in Spanish and ability to translate materials is a plus.

Dates of this 14-week internship are approximately January 11, 2027 through April 23, 2027. Stipends range from $3,150-$5,040 depending on academic level and number of hours worked. The selected intern may take up to one week of unpaid leave through the course of the semester. All work is expected to take place in-person at INCOG's office in downtown Tulsa. Remote or hybrid options may be considered for exemplary applicants with a demonstrated history of success in remote work settings. Opportunities to extend the internship beyond April 2027 may be available pending funding availability and candidate's performance.

To apply, please send a resume and cover letter to mmerchant@incog.org. Samples of writing and/or digital media may be included with your application but are not required. Please include "internship application" in the subject line. Attachments should be saved with the applicant name in the file name (i.e. Mary Smith resume; Mary Smith cover letter; Mary Smith writing sample). Any writing samples and/or digital media submitted in applications must be the sole work of the applicant.

The deadline to apply is December 18, 2026, at midnight. Candidates will be contacted only if selected for an interview.

Questions can be emailed to mmerchant@incog.org