

SUMMER 2026 JOB POSTING PREVIEW

This document is intended to preview the Summer 2026 High School Intern job postings. Final job postings may be subject to change.

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HIGH SCHOOL INTERN – SUMMER 2026

Some of what you'll be doing:

The mission of Port of Seattle's High School Internship Program is to build diverse talent pathways into Port careers. As a high school intern, you will work to learn about Port industries and develop the competencies of our future workforce, including project management, public speaking, professional networking, and team leadership.

- Mondays-Thursdays you will be placed with a department and assist them in completing a body of work.
- Fridays you will participate in career exploratory activities, such as on-site and behind-the-scenes tours of Port facilities, learning about Port operations through meetings with employees, and attending professional development workshops.
- You will work with a team to complete a final project and present your work to internal and external stakeholders in the final week of the program.

The following department placements are available for Summer 2026:

- **Aviation Environment & Sustainability** – You will support environmental staff with updating historical records archives. Scan reports, search electronic files, organize files, and update information in the Port's historical records database. This role is based out of SEA Airport.
- **Aviation Facilities & Infrastructure: Asset Management** – You will work with the manager of asset systems to reorganize asset management dashboards, SharePoint sites, file and data storage, standard operating procedures, and policies. Research assets in systems to validate metrics and existence/demolition of assets at the airport. This role is based out of SEA airport.
- **Aviation Facilities & Infrastructure: Administrative** – You will provide office-based support including work in SharePoint, support for metrics, dashboards, standard operating procedures, asset management, and website content support. Assist with document retention, meeting coordination, safety support, and gain exposure to budget management. This role is based out of SEA Airport.
- **Aviation Maintenance Facility Services** – You will serve as a project assistant, observer, and data helper. Help analyze Smart Restroom data, conduct joint audits, and attend joint walks with airline representatives to help find cleanliness and maintenance issues. This role is based out of SEA Airport.
- **Commission & Government Relations** – Shadow staffers and commissioners to learn about different needs and functions that support the Port of Seattle Commission. Work may include supporting the Clerk's team, a research/writing project, community engagement, and more. Additionally, support the Government Relations team, responsible for intergovernmental relations. Participate in policy analysis, projects, meetings, and events focusing on regional transportation, tourism, regional tribal governments, and international diplomacy efforts. This role is based out of Pier 69.
- **Economic Development** – You will assist two teams in the Economic Development Division. Support Workforce Development with data entry, electronic file updating, and promotional material development. Support Tourism department with updating data,

administrative tasks, managing and researching products for VIP guests, and attending events. This role is based out of Pier 69.

- **Engineering** – You will job shadow within the engineering department and help out with clerical work, such as filling out forms and completing facility safety checklists. Help design a STEM/engineering awareness day for future high school interns. This role is based out of the SeaTac Office Center (STOC).
- **External Relations: Community Engagement** – You will collaborate with Port staff and community leaders in the Duwamish Valley on community events, workshops, and tours to increase public awareness of Port projects and programs. Assist development of flyers, fact sheets, scripts, and website information. Job shadow Port staff. This role is based out of the Duwamish River Community Hub.
- **External Relations: Content Services** – You will support the team that creates content for the Port’s YouTube, Instagram, and website. Help set up, learn, and organize photo and video equipment; learn basic image and video handling; help tag photos and videos in organization software; and develop short videos for social media. This role is based out of Pier 69.
- **Maritime Environment & Sustainability** – You will support a variety of office tasks, such as organizing files, preparing project materials, coordinating meetings, supporting data management and research, creating visual aids, drafting communications, and helping develop outreach materials. You will also gain exposure to environmental field work. This role is based out of Pier 69.
- **Maritime Operations** – You will assist staff at two marinas with various operational tasks and facilities support to ensure areas are clean, hazard-free, and safe. Assist with customer service, including in-person interactions and answering phones. Position will work both indoors and outdoors. This role is based out of Fishermen’s Terminal and Shilshole Bay Marina.
- **Talent Connections** – You will support the team that runs the Port’s internship and fellowship programs. Assist with creating application guidance materials for high school and post-secondary programs, including web and video content. Explore engagement opportunities with external partners, support logistics and facilitation for program events, and research alumni engagement strategies. This role is hybrid remote.
- **Talent Development & Diversity** – You will support the team in providing development opportunities for the Port workforce and support the efforts of Employee Resource Groups (ERGs). Assist with writing and publishing newsletters, developing and delivering programs, and conducting focus groups or information sessions. This role is based out of SEA Airport.

Skilled Trades Roles can be found under a separate application titled 'High School Intern – Skilled Trades – Summer 2026.'

Please see the application guidelines for step-by-step instructions on completing your application.

Who you are:

- **A High School Student:**
 - At least 16 years of age before the beginning of the internship.
 - Currently enrolled in high school, recently graduated from high school (no more than 12 months removed), or currently in a GED completion program.
- **Curious** – You have interest in learning about the Port of Seattle’s operations and career pathways.
- **An Agile Learner** – You are comfortable trying new tools. Learning new skills excites you, and you consistently strive for higher proficiency.
- **A Problem-Solver** – When problems arise, you look for creative, constructive solutions.
- **Relationships** – You are open to developing meaningful, sustainable relationship-building and community-building with racially and culturally diverse people, employees, and communities.
- **Committed to Equity** – You will apply equity and exemplify shared values, behaviors, and practices in all aspects of the work. At the Port of Seattle, equity is a daily responsibility and a foundational expectation for all Port employees.
- **Language Access** – Intermediate proficiency in written and verbal English is required. Limited language access supports, including advanced access to materials and assistive technology, may be available.
- **Desired** – We hope you live in a zip code identified as Low or Very Low on the [Port of Seattle Equity Index](#) and/or are affiliated with one of our community partners listed in the application guidelines. A minimum number of positions will be prioritized for Muckleshoot, Suquamish, and Duwamish Valley youth.

What else you’ll need to know:

- **Work Schedule** – This is a part-time summer intern position expected to last for eight (8) weeks, from June 29th-August 21st, 2026. Your normal work schedule will fall between the hours of 9am-5pm Mondays-Fridays, totaling approximately 5 hours a day/ 25 hours a week. There is no program on July 2nd or 3rd.
- **Work Environment** – You will work primarily in an office environment with regular site visits. Interns will report to primary work locations Monday-Thursday, which differ by department – see application guidelines for more information. Onboarding, offboarding, and Friday events will be held at SEA Airport or surrounding buildings.
- **Limited Duration** – This is a limited duration position and is expected to last no longer than eight weeks.
- **Safety Requirements** – You will be required to comply with all work rules, safety, and Personal Protective Equipment (PPE) requirements.
- **Security Requirements** – For Aviation Facilities & Infrastructure roles only, as the successful candidate, you must pass a Transportation Security Administration (TSA) background check as well as a criminal history background check with the Federal Bureau of Investigation (FBI). Your employment will be contingent upon obtaining a Port of Seattle ID badge upon clearance.
- **Washington State Residency Requirement** – Employees must establish a residence in Washington State within 30 days of their first day of employment and must maintain a residence in Washington State during their employment with the Port of Seattle. If a

position is eligible to telework, work performed while teleworking must be performed in Washington State.

- **E-Verify** - The Port of Seattle is not an E-Verify employer.

Why you'll love it here:

- **Getting to Work** – Fully subsidized parking and a low-cost public transit card to get you here.
- **Equity, Diversity, and Inclusion** – The Port of Seattle values diversity as a source of innovation and strength. We are actively working across the organization to create a culture where all employees – regardless of race, gender, and other identities – succeed and reach their fullest potential.
- **Work-Life Balance** – We provide the resources to help you create habits to be healthy and balanced.
- **Mission Driven** – We are focused together in promoting economic opportunities and quality of life in the region by advancing trade, travel, commerce and job creation in an equitable, accountable and environmentally responsible manner.

Why the Port of Seattle:

Every role at the Port of Seattle is vital to our thriving community. We are a leader in moving people and cargo across the country and around the world. With facilities and property ranging in scope from a half-acre park to one of the largest airports and container terminals on the West Coast, we maximize the public assets in our portfolio with an eye toward best uses and environmental sustainability. Find out more [here](#).

Our vision is to create a Port that mirrors – throughout its breadth of operations and services and within its leadership – the diversity of our communities, instill principles of equity into its culture, and ensures a fair and intentional distribution of opportunities to expand economic develop and quality of life for all in our region. Find out more about how [our values](#) RAISE us up and our [commitment to equity](#).

HIGH SCHOOL INTERN – SKILLED TRADES – SUMMER 2026

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- Fridays you will participate in career exploratory activities, such as on-site and behind-the-scenes tours of Port facilities, learning about Port operations through meetings with employees, and attending professional development workshops.
- You will work with a team to complete a final project and present your work to internal and external stakeholders in the final week of the program.

The following skilled trades department placements are available for Summer 2026:

- **Electronic Technicians – STS Shop:** You will be exposed to multiple union crafts and their respective work, including Auto Mechanics, Operation Engineers, Electricians, Electronics Technicians, Carpenters, and Painters. Learn about inventory control, tools of the trade, safety, and the necessary skills needed to run a maintenance shop.
- **Marine Maintenance:** You will receive hands-on exposure to the skilled trades required to maintain critical maritime infrastructure. Shadow journey-level professionals across a diverse range of crafts, including Carpenters, Pile Drivers, Millwrights, Painters, Operators, Electricians, and Plumbers, gaining practical experience in the upkeep of land-based facilities like Fishermen's Terminal and Shilshole Bay Marina.

This posting is for Skilled Trades only. For positions in all other departments, please see the posting titled 'High School Intern – Summer 2026.'

Please see the application guidelines for instructions on completing your application.

Who you are:

- **A High School Student:**
 - At least 18 years of age before the beginning of the internship.
 - Currently enrolled in high school, recently graduated from high school (no more than 12 months removed), or currently in a GED completion program.
- **Curious** – You have interest in learning about the Port of Seattle's operations and career pathways.
- **Trades-Focused** – You are considering skilled trades career in the future.

- **An Agile Learner** – You are comfortable trying new tools. Learning new skills excites you, and you consistently strive for higher proficiency.
- **A Problem-Solver** – When problems arise, you look for creative, constructive solutions.
- **Relationships** – You are open to developing meaningful, sustainable relationship-building and community-building with racially and culturally diverse people, employees, and communities.
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What else you'll need to know:

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- **Work Environment** – You will generally have a combination of both work indoors in an office environment and work outdoors in all types of weather conditions. Interns will report to primary work locations Monday-Thursday, which differ by department – see application guidelines for more information. Onboarding, offboarding, and Friday events will be held at SEA Airport or surrounding buildings.
- **Limited Duration** – This is a limited duration position and is expected to last no longer than eight weeks.
- **Safety Requirements** – You will be required to comply with all work rules, safety, and Personal Protective Equipment (PPE) requirements.
- **Security Requirements** – For Electronic Technicians – STS Shop only, as the successful candidate, you must pass a Transportation Security Administration (TSA) background check as well as a criminal history background check with the Federal Bureau of Investigation (FBI). Your employment will be contingent upon obtaining a Port of Seattle ID badge upon clearance.
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