2018-2019 Sustainable Stanford Internship Position Description

Campus Department – Department Division/Office: R&DE Student Housing

Position Supervisor: Sea Gill

Position Title: FLI Drive Move Out Coordinators (2)

Position Description: Interns will assist with organizing pods for FLI Drive and keeping an inventory of all items in pods.

Position Length:
Only on June 19th

Opportunities and Benefits:
• Keep detailed inventory of items
• These students are one-day hires in addition to the item movers and temps. Could be SSS/FLIP student leaders, if leaders are available June 18 - if not, move out coordinators and student leaders should work together closely
• Oversees item collection, cleaning, and storage on Monday, June 18 (day after graduation); they will need access to a truck
• 7-8 hours on June 18

Qualifications:
• Can work well independently as well as collaboratively.
• Organized, self-motivated and accountable for work.
• Able to commit the 7-8 hours on June 19th.

Salary:
Hourly salary at a rate of $16-17/hr

To Apply:
Please provide a resume and cover letter stating your interest and experience by email to Sierra Garcia sgarcia3@stanford.edu and Matt Wojtaszek mwojtasz@stanford.edu. Deadline is Wednesday, April 18, 2018.