2018-2019 Sustainable Stanford Internship Position Description

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

Position Supervisor: Sea Gill

Position Title: Sustainability and Utilities Intern (Summer)

Position Description: Intern will assist with a number of initiatives aimed at better understanding and reducing energy and waste usage. Responsibilities may include supporting LED lighting initiatives, analyzing utilities and waste data, uploading historical waste data into R&DE utilities management platform.

Position Length:
Summer 2018 with the ability to extend into the 2018-2019 academic year

Opportunities and Benefits:
- Learn about campus sustainability and gain project management experience in designing and implementing projects.
- Work collaboratively with others on educating and advocating for positive campus change.
- Develop professional management, communication, and leadership skills.
- Develop relationships with sustainability leaders on and off campus.
- Learn about sustainability careers from other professionals in the field.

Qualifications:
- Eager to learn about and advocate for conservation and sustainability; creative and enthusiastic.
- Effective written and oral communication skills.
- Can work well independently as well as collaboratively.
- Organized, self-motivated and accountable for work.
- Able to commit the required weekly 3-8 hours of work.

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 skcoxon@stanford.edu. **Deadline is Wednesday, April 25, 2018.** Interviews will be held through early May and hiring decisions will be announced by **May 14, 2018.**