2022-2023 Sustainable Stanford Internship Position Description

**Position Title:** Scope 3 Emissions Program Intern

**Campus Department – Department Division/Office:** Scope 3 Emissions Program, Business Affairs

**Position Supervisor:** Moira Zbella

**Work Hours/ Duration:** Average of 5-10 hours a week and the internship length is for at least one academic year

**Compensation:** Starting at $18.00/hour

**Position Description:**

As the next frontier of climate change mitigation, scope 3 (indirect) emissions are an important component of Stanford’s goal to be net zero carbon by 2050. Scope 3 emissions include emissions from purchased goods, employee and student air travel, employee commuting, waste, and more. The Scope 3 Emissions Program in Business Affairs works to quantify and reduce scope 3 emissions university-wide and establish a path other institutions can follow. Student interns are vital in pushing our work forward!

As a Scope 3 Emissions Intern, you will have the opportunity to work on projects such as:

- Evaluating the sustainability of suppliers from whom the university purchases goods
- Integrating time of use impacts into Stanford’s scope 3 emissions estimates for fuel and energy
- Create a model to simulate a first of its kind, dynamic air travel carbon charge
- Compile a scope 3 emissions reporting strategy
- Research residential energy efficiency measures and perform outreach to Stanford’s residential leaseholders

All student interns contribute to Sustainable Stanford, the university-wide effort to reduce our environmental impact, preserve resources, and lead sustainability by example across its three pillars - environment, economy, and equity.

**Qualifications:**

- Detail-oriented and a strong self-starter, able to follow tasks through to completion
Experience with Microsoft Excel; knowledge of other programming languages a plus
• Familiarity with sustainability principles; understanding of scope 3 emissions a plus
• Curiosity and drive to learn more about scope 3 emissions

Opportunities and Benefits:

• Flexible work options - work hours are flexible and work can be done from anywhere.
• Professional development - Acquire new skills, learn about how an organization and workplace function, and gain leadership experience through taking ownership of projects.
• Community - Join a team of sustainability-minded students and staff who are passionate about integrating and modeling sustainability in all aspects of campus life
• Networking - Make professional connections with leaders and experts in various fields/industries through collaborative work within the larger division and with partner organizations across campus

To Apply:

Students of all majors, interests, and backgrounds are encouraged to apply. Both undergrads and graduate students are welcome.

Please provide a resume and cover letter stating your interest and experience through this Google Form: https://bit.ly/3MaZtXI. **Deadline is Friday, August 5th.**

Hiring decisions for next academic year (2022-2023) will be announced in mid-August.