Position: Residence Hall Association (RHA) Sustainability Chairs Program Coordinator – Sustainability Behavior Change Programming
Available to: Graduate students, juniors and seniors
Term: Fall 2016

Position Description:
Emory’s Office of Sustainability Initiatives (OSI) is seeking a qualified student to assist with the Residence Hall Association’s Sustainability Chairs program and other campus-wide sustainability initiatives in the residence halls. The Chairs program specifically encourages sustainable behaviors amongst student residents in halls across Emory’s campus. The intern will work directly with the OSI Programs Coordinator and the RHA Executive Board Sustainability Chair to recruit Sustainability Chairs for each residence hall, train them, lead meetings, and support and engage them as they implement sustainable programming in their residence halls. To do this, the intern will often work with various departments, such as RHA, ResLife, and Emory Recycles, to make sure that the students can realize their goals for serving as RHA Sustainability Chairs. The intern will also support Emory’s campus-wide sustainability initiatives, such as the Energy Competition Month, Recycling Competition Month, Earth Month and Hall Move Out. The intern can expect to support other OSI activities, such as tabling at campus events, zero-waste events for orientation, and educational presentations to campus groups. OSI does not have extra office space for students, so work is done remotely with regular meetings with staff to discuss projects. During the academic year, interns typically work 10-15 hours/week depending on OSI needs and intern availability.

Desired Qualifications:
- Experience with event planning and/or project/program management
- Great communicator with training, facilitation, and presentation skills
- Comfort working independently with regular check-ins on activity and progress
- General knowledge of and excitement about principles of sustainability and environmental stewardship

Eligibility:
Graduate students, juniors and seniors enrolled at Emory University are welcome to apply. Preference is given to Graduate students, but qualified and excited juniors and seniors are eligible for this position as well. All majors welcome, but those seeking experience in a field related to sustainability are preferred.

How to apply:
Submit your resume, cover letter, and availability (hours/week, start date, and other extracurricular commitments) to Taylor Spicer at tspicer@emory.edu. Application materials are due by noon on Wednesday, August 31. Top applicants will be invited for interviews shortly after.
In your resume/cover letter, please:
• Discuss any experiences that have shaped your interest in sustainability
• Indicate why you are interested in running this program
• Explain how the internship will contribute to your academic and professional development