**Position: Residence Hall Sustainability Behavior Change Program Intern**

**Available to: Graduate students and seniors**

**Term: Fall 2018**

*Position Description:*

Emory’s Office of Sustainability Initiatives (OSI) is seeking a qualified student to assist with the Residence Hall Association (RHA) 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 that engage the residents, such as the Energy Competition Month, Recycling Competition Month, and Hall Move Out. The intern will also run a student planning committee to carry out the annual Emory Earth Festival in late-March/early-April. 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
* Interest in mentorship and leadership skills development

*Eligibility:*

Graduate students and seniors enrolled at Emory University are welcome to apply. Preference is given to Graduate students, but qualified and excited seniors are eligible for this position as well. All majors are welcome to apply, 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 accepted on a rolling basis but due no later than **noon on Wednesday, September 5**. Applicants are encourage to apply before the deadline, and top applicants will be invited for in-person interviews.

*In your resume/cover letter, please:*

• Discuss any experiences that have shaped your interest in sustainability

• Indicate why you are interested in this particular position

• Explain how the internship will contribute to your academic and professional development