**Position: Sustainability Behavior Change Programming Intern**

**Available to: Graduate students and seniors**

**Term: Fall and Spring 2019**

*Position Description:*

Emory’s Office of Sustainability Initiatives (OSI) is seeking a qualified student to assist with fostering sustainable behavior change among residents living in Emory’s residence halls. There are 4 main signature programs this intern will co-lead and support: the Residence Hall Association (RHA) Sustainability Chairs program, the Sustainability Leadership Immersion Floor in the Hamilton Holmes residence hall, the annual Earth Month Festival in March, and the annual student move out Don’t Dump It! Donate It program.

The [RHA](https://housing.emory.edu/reslife/rha/index.html) Sustainability Chairs program specifically encourages sustainable behaviors amongst student residents in halls across Emory’s campus and will consume most of the time for the person in this position. The intern will work directly with the OSI Programs Manager and the RHA Executive Board Sustainability Chair to recruit Sustainability Chairs for each residence hall council, train them, lead meetings, and support and engage the Chairs as they implement sustainability programming in their residence halls. To do this, the intern will often work with various departments, such as RHA, Residence Life, and Emory Recycles, to make sure that the students can realize their goals for serving as RHA Sustainability Chairs.

The [Sustainability Leadership Immersion Floor](https://housing.emory.edu/reslife/communities/fye_immersion_themes.html) is launching this year in the Hamilton Holmes Living Green residence hall. The 30 students living on this floor will receive extra mentorship from OSI, a faculty member, and this intern as they learn about sustainability in the residence hall during their first year. They also have the option to take a Spring 1-credit course for which the person in this position will have the opportunity to co-develop curriculum.

The intern will also run a student planning committee to carry out the annual Emory [Earth Festival](http://news.emory.edu/stories/2016/03/er_mm_earth_festival/index.html) in late-March/early-April. The planning committee convenes in late-January to plan for this community education event. Last year’s event focused on climate solutions and protecting species.

The [Don’t Dump It! Donate It campaign](https://news.emory.edu/stories/2019/07/er_emory_move_out/campus.html) is coordinated mostly by Housing, Emory Recycles, Facilities, and OSI. The intern’s main roles with this event is to help communicate to students in April about how to recycle, compost and donate items during move out and to recruit volunteers to help students sort items on peak move out days in May.

All OSI interns can expect to support other OSI activities, such as tabling at campus events, website updates, zero-waste events, and educational presentations to campus groups as needed.

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
* Experience with or willingness to support curriculum development and class materials for sustainability education
* Interest in mentorship and leadership skills development

*Eligibility:*

Graduate students and seniors of all majors enrolled at Emory University 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 **12pm on Tuesday, September 3**. 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
* Discuss any training, facilitation, behavior change, or mentorship methodologies or ideas you may have that could support behavior change efforts
* Indicate why you are interested in this particular position
* Explain how the internship will contribute to your academic and professional development