**Position: General Sustainability Intern**

**Available to: Currently enrolled undergraduate and graduate students (Multiple Positions)**

**Term: Summer 2020**

*Position Description:*

Emory’s Office of Sustainability Initiatives (OSI) is seeking qualified students to participate in our student internship program. OSI relies heavily on the work of students for research, data collection and analysis, benchmarking, implementation, and outreach in all areas of sustainability. Based on students’ interests and OSI’s needs, General Sustainability Interns work on a variety of projects and programs that span all of OSI’s initiatives areas (Academics, Buildings, Climate & Air, Energy, Food & Dining, Grounds, Purchasing, Social Justice, Transportation, Waste, Water, and Wellbeing). Some General Interns are tasked with contributing to one of OSI’s distinct programs or projects:

* [Educational Garden Project](https://sustainability.emory.edu/programs/gardens-farming/)
* [Emory Healthcare](https://sustainability.emory.edu/healthcare-staff/)
* [Green Labs](https://sustainability.emory.edu/programs/green-labs-at-emory/)
* [Green Office](https://sustainability.emory.edu/programs/green-offices-at-emory/)
* [Sustainable Events Certification](https://sustainability.emory.edu/programs/sustainable-events-at-emory/)
* Sustainable food and the [Emory Farmers Market](https://sustainability.emory.edu/programs/emory-farmers-market/)
* Sustainable grounds practices and policies ([Biodiversity & Landscapes](https://sustainability.emory.edu/initiatives/grounds/))
* Sustainable purchasing policies and supply chains ([Procurement](https://www.finance.emory.edu/home/Procure%20and%20Pay/Sustainability/index.html))
* [United Nations Regional Centre of Expertise on Education for Sustainable Development (UN RCE) for Greater Atlanta](https://news.emory.edu/stories/2018/02/upress_un_rce_greater_atlanta/campus.html)
* [WaterHub student tour guide program](https://news.emory.edu/stories/2016/03/er_take_note_waterhub_docents/campus.html)
* [Zero Landfill Waste Emory outreach](https://sustainability.emory.edu/programs/zero-landfill-waste/)

The intern can expect to support other OSI activities, such as tabling at campus events, zero-landfill waste events, and educational presentations to campus groups when appropriate. During the summer, interns will be offered and expected to work about 20 hours per week and will be expected to have availability during business hours. OSI does not have extra office space for students, so work is done remotely with regular meetings with staff to discuss projects.

*Desired Qualifications:*

* Strong written, verbal and analytical skills
* Strong initiative, task-orientation, and attention to detail
* Interest in and understanding of principles of sustainability and environmental stewardship
* Comfortable working independently with regular check-ins on activity and progress

*Eligibility:*

All undergraduate and graduate students enrolled at Emory University may apply. All majors welcome, but those seeking experience in a field related to sustainability are preferred.

*To Apply:*

Submit your resume, cover letter, and availability (hours/week, start date, end date and any weeks you will be on vacation) to Taylor Spicer at tspicer@emory.edu. Application materials will be accepted on a rolling basis but are due **by 8:00 am on Friday, March 27, 2020.** Top applicants will be invited for interviews soon after.

*In your cover letter, please:*

* Discuss any experiences that have shaped your interest in sustainability
* Indicate the specific OSI initiatives and/or projects and programs in which you have interest (e.g. Green Office, UN RCE, Farmers Market, Climate & Air, etc.)
* Explain how the internship will contribute to your academic and professional development