

**Position: General Sustainability Intern (hybrid program)****Available to: Currently enrolled undergraduate and graduate students****Term: Spring 2023****Pay: \$10/hour for undergraduate students; \$13/hour for graduate students***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, Biodiversity & Landscapes, Buildings, Climate & Air, Energy, Food & Dining, Purchasing, Social Justice, Transportation, Waste, Water, and Wellbeing) that are employed on Emory University campuses and across Emory Healthcare locations.

Programmatically, OSI is looking for students interested in taking a leadership role for the following:

- Planning the annual Emory Earth Day event;
- Assisting with the [Sustainable Events Certification Program](#);
- Supporting Emory's current [climate action planning and resilience assessment process](#);
- Supporting Emory's current work on fulfilling the [Break Free from Plastics Pledge](#); and
- Collecting qualitative data for Emory's [tri-annual sustainability reporting](#).

Interns are expected to work 5-10 hours per week, depending on OSI's needs and the intern's availability. This fall, this internship will be conducted in a hybrid format – in-person and remote. OSI does have office space in the 1599 Clifton Road building from which interns may choose to work.

*Desired Qualifications:*

- Ability to employ multiple interpersonal, internet, academic and qualitative research approaches to collecting information and then synthesizing it into research briefs
- Strong initiative, task-orientation, and attention to detail
- Interest in and understanding of principles of sustainability and social justice
- Comfort working independently with regular check-ins on activity and progress
- Enthusiasm about working on a collaborative and communicative team

*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:* Applications will be **accepted and reviewed on a rolling basis**, but please submit your resume, cover letter, and availability (hours/week, start date, end date) to Taylor Spicer at [tspicer@emory.edu](mailto:tspicer@emory.edu) by **8:00 am on Tuesday, November 29**. Top applicants will be invited for interviews soon after.

*In your cover letter, please:*

- Discuss any experiences that have shaped your interest in sustainability and skills you think you would contribute to the OSI team.
- Indicate the specific OSI initiatives and/or projects and programs in which you have interest, noting also if you have an interest in Emory Healthcare projects.
- Explain how the internship will contribute to your academic and professional development.