

Gardenside Intern

The Sustainability Office at Skidmore College

Term: Fall 2023

Compensation: \$12.75/hour, 6 hours/week

Description

The Skidmore Sustainability Office is seeking an intern to support the Gardenside living and learning community (primary job function) and other academic initiatives as needed.

Gardenside is a community of 17 residents living in Wiecking Hall, starting in Fall 2023. Residents will be required to take a 1 credit course (*Gardenside Sustainability Solutions*) designed to cultivate an understanding of fundamental sustainability concepts (including community-based climate solutions), foster a sense of community among residents, and provide an opportunity for service-based experiential and experimental learning. Along with mini-lectures and discussions of academic readings, classes will include tours and hands-on “work days” in the North Woods, Community Garden, and on-campus compost site. Students in this course will also examine building systems and personal behaviors with a sustainability lens as related to their lived experience in the residence hall and on campus. A few additional activities and events may be offered during the year by the Gardenside intern, such as sustainable crafts, a community meal, or a field trip.

In addition to supporting the Gardenside program, the intern may support other academic-related initiatives, such as the administration and analysis of a campus-wide sustainability literacy assessment, sustainability course inventory, campus as a living laboratory projects, data collection for the Academics section of AASHE’s Sustainability Tracking Assessment and Rating System (STARS), and other curriculum and engagement projects as developed.

As an office staff member, the Gardenside intern will be asked to collaborate, as time allows, on all-staff campus and outreach events, such as food waste audits, energy efficiency programs, October Sustainability Month, Big Green Scream, Earth Month, zero-waste events, and more. A strong candidate will be very organized, accountable, communicative, and detail-oriented. This position has the opportunity to renew semester-to-semester.

Primary Responsibilities

- Support the Gardenside living and learning community, class, and programming;
 - Attend the Gardenside Sustainability Solutions class (Wednesday 2:30-4:30 pm) each week (for credit or pay, intern choice), acting as a de facto teaching assistant
 - Help prepare for class and activities,
 - Develop and offer a minimum of two outside of class Gardenside events (e.g., community dinner, field-trip, sustainable crafts, indoor plantings, etc.),
 - Participate in conversations and planning with our ResLife partners,
- Support other academic-related sustainability initiatives (potential projects outlined above);
- Manage social media and outreach as related to Gardenside and academic initiatives;
- Participate in orientation training to ensure a thorough and complete understanding of campus sustainability;
- Work with staff and independently to meet weekly project milestones;
- Maintain consistent communication with sustainability staff and student team members;
- Meet weekly with Skidmore Sustainability Office Staff to collaboratively discuss and develop work plans and tasks.

Requirements:

- **Submission of interest letter, resume, and contact information for two references (No written recommendation required, at least one reference should be Skidmore faculty/staff)**
- Interest in sustainability education and being a community leader;
- Ability to work independently and meet consistent milestones;
- Ability to collaborate with campus partners, student groups, and campus clubs;
- Ability to adapt quickly to program needs.

Applications are currently being accepted and reviewed.

Please submit application material to:

sustainability@skidmore.edu