

SUSTAINABILITY INTERN

Skidmore Sustainability Office



Summer Sustainability Intern

Hours and dates: 12 weeks in total - 25 hours/week from June 12th to August 4th and 15-25 hours/week from August 5th to September 5th

Pay: \$14.20/hour, 14 meals/week at Murray-Aikins Dining Hall, and 70% room fee coverage for on-campus Skidmore College housing (the intern is responsible for paying for 30% of room fees)

Description

The Skidmore Sustainability Office is hiring one Summer Sustainability Intern (“Intern”) to support Community Garden operations and Sustainability Office initiatives. The Intern will work alongside the Garden Manager and Summer North Woods Stewards through August 4th and will then be the lead manager of the garden and hoop house for the last four weeks of the summer (from August 5th to September 5th). A secondary responsibility will be to support Sustainability Office efforts with research and projects that further institutional sustainability goals and prepare for fall student programs. A strong candidate will be organized, flexible, and a good communicator.

The position has a flexible start date of Monday, June 12th with a commitment of 25hr/week through Friday, August 4th. The Intern will work with the Sustainability Office to plan a flexible on-campus work schedule for the remainder of August through Monday, September 5th.

Job activities will be a mix of in-person physical work and computer-based work (in office or remote), and includes team work among student staff and professional staff, as well as independent work time. The Intern will report to the Associate Director of Sustainability Programming.

Responsibilities

Support & Manage the Skidmore Community Garden and Hoop House

- Train with the 2023 Community Garden Manager and support garden projects as needed
- Support and manage ongoing weeding, watering, and maintenance of the Garden
- Harvest vegetables and herbs, taking careful documentation of weight and variety, and deliver them to Dining Services
- Support miscellaneous garden improvement projects, such as spreading compost, stringing tomatoes, planting perennials, etc.
- Co-lead summer engagement efforts with the 2023 Community Garden Manager for summer camps
- Support summer engagement efforts and trail projects with the Summer North Woods Stewards as needed

Support Sustainability Office Operations

- Meet weekly with Sustainability Office staff to discuss and plan project work
- Research, develop, and support projects pertaining to campus sustainability goals in any focus area (energy, food, waste, lands and grounds, and engagement), which may include:
 - Land management planning
 - Institutional sustainability policies (proposed via the Campus Sustainability Subcommittee)
 - Carbon neutrality commitment and climate action planning
 - On-campus renewable energy pilot projects
 - Waste reduction infrastructure or outreach
- Assist with data collection, entry, and analysis needs as related to sustainability reporting
- Assist with preparations for the fall semester
 - Organize and restock student program supplies
 - Turn compost at on-campus site
 - Present at new student trainings in August

Preferred Qualifications:

- Coursework in the natural sciences
- Previous experience gardening
- Strong research, data, and writing skills

Requirements:

- Availability from June 12th (flexible) to September 5th
- Passion for sustainability
- Previous experience with physical work
- Organized and communicative self-starter
- Background check as required for all Skidmore College summer staff
- **Submission of cover letter including potential project ideas, resume, and contact information for two references (at least one reference should be a Skidmore faculty/staff person)**

Applications are accepted on a rolling basis through Sunday, March 19, 2023.
Please submit materials with Summer Sustainability Intern Application as the subject line to:
sustainability@skidmore.edu