

Sustainability Interns

Sustainability Interns Skidmore Sustainability Office

Location: Skidmore College

Term: Fall 2021- Spring 2022

Compensation: \$11.80/hour, 5 hours/week

Description

The Skidmore Sustainability Office is seeking a team of 5 total self-directed, motivated students to support office operations and lead a variety of campus-based projects. In addition to assisting Sustainability staff with various office duties, each intern will be assigned longer-term independent projects throughout the semester. A list of possible independent projects can be found below. The team of interns will also collaborate throughout the year on to support campus events and outreach efforts such as food waste audits, Skidmore Unplugged, New York Campus Crunch, Big Green Scream, Earth Week, and more. A strong candidate will be very organized, accountable, communicative, and detail-oriented.

At the start of the semester, Sustainability Interns will complete a through training to ensure they are experts on campus sustainability and well versed in Skidmore's efforts and pathways forward around energy, food, waste, lands and grounds, and engagement goals. This background is essential foundational information to make our student team members effective community leaders and project managers.

Possible Fall 2021 independent projects include:

- Complete inventory of sustainable food purchases
- Conduct audits and inventories of campus programs and infrastructure and develop proposals to improve effectiveness and efficiency of our campus efforts
- Investigate sidewalk salt alternatives and submit proposal to pilot program proposal
- Create promotional materials for Admissions and prospective students
- Investigate the feasibility of transitioning to electrified grounds equipment and submit pilot program proposal
- Investigate alternatives to common single-use plastic items and submit proposal to transition to reusable or readily recyclable alternatives
- Develop and promote the online Environmental Justice Study Guide, crafted by Elodie Link '21 and Peris Tushabe '21
- Revamp campus Terracycle program
- Inventory academic uses and projects in Skidmore's North Woods
- Explore sustainable campus parking and transportation practices and programming and submit program proposal
- Lead campus engagement efforts around Skidmore Unplugged, our annual hall-focused energy conservation program

Duties

- Participate in orientation training to ensure a thorough and complete understanding of campus sustainability;
- Coordinate closely with the Skidmore Sustainability Office staff to address a variety of campus-based projects;
- Support Skidmore Sustainability Office staff with various weekly tasks, including record collection, data entry, campus tabling, and more;
- Work independently while meeting weekly project milestones;

- Maintain consistent communication with sustainability staff and intern team;
- Meet consistently with Skidmore Sustainability Office Staff to address project needs, questions, and future steps;
- Report project updates to regular meetings with the Sustainability Intern Team.

Requirements:

- **Submission of interest letter, resume, and contact information for two references (at least one Skidmore faculty/staff). We are NOT requesting letters of recommendation.**
 - Applicants should rank their top 3-5 project interests in application materials and reference relevant qualifications;
- Ability to work independently and while meeting consistent milestones;
- Ability to collaborate with student groups and campus clubs;
- Ability to adapt quickly to program needs.

Applications are currently being accepted. Virtual interviews will begin May 4 and will be conducted on a rolling basis until positions are filled.

Please submit application material to:
sustainability@skidmore.edu