

## **GREEN BUILDING & SUSTAINABILITY COMMUNICATIONS INTERN**

### **Job Description**

**Position type:** Full-time temporary

**Desired start date:** September 2019

### **Job Overview:**

This position will support Wentworth Institute of Technology in meeting the obligations of the Carbon Commitment, with the goals of reducing greenhouse gas emissions and educating the campus on environmental and social responsibility. The primary focus of this position will be to develop signage and web communications around campus sustainability strategies and academic resources. This role will be managed by [Riverstone Sustainability](#), a consulting firm that focuses on the integration of sustainability into campus operations and academics.

### **Responsibilities:**

- Conduct zero-waste audits of campus buildings to improve recycling infrastructure
- Design signage to educate the university community about green building strategies. This work includes basic research, copy-editing, photographing campus features, and graphic design
- Develop content for the sustainability webpage, including compiling campus sustainability data, organizing and posting content to inform students about opportunities and resources
- Coordinate and promote events and social media campaigns on energy, recycling, and other aspects of sustainable living
- Gather data to support Carbon Commitment reporting, energy efficiency projects, etc.
- Assist with a campus climate resiliency workshop

### **Structure:**

This position is structured as an hourly, full-time position (32-40 hours per week) reporting on a day-to-day basis to Riverstone Sustainability and serving Wentworth Institute of Technology. The duration of this position is one semester, from September through December 2019.

### **Preferred Qualifications:**

- Graduate student or advanced undergraduate in majors related to sustainability (architecture, engineering, etc.) and/or communications, web design, graphic design
- Interest in green engineering, sustainable building design, construction, and operation
- Excellent written communication skills, able to distill complex technical information into “laymen’s” terms to make it accessible to a broad audience
- Experience working with Microsoft suite, Google sites, and graphic software (Canva, Pixlr)
- Entrepreneurial working style, ability to work independently, be self-motivated, and problem-solve
- Capable of managing time and priorities, and to meet deadlines
- Creative and collaborative attitude

### **How to Apply:**

If interested, please submit your cover letter and resume to Debra Shepard ([dshepard@riverstonesustainability.com](mailto:dshepard@riverstonesustainability.com)) by **August 30<sup>th</sup>, 2019**.

## **NET ZERO ENERGY PLANNING INTERN**

### **Job Description**

**Position type:** Part-time temporary

**Desired start date:** September 2019

### **Job Overview:**

We are seeking an intern to assist with a carbon footprint assessment and net zero energy planning support for a client in the municipal sector.

### **Responsibilities:**

- Greenhouse gas (GHG) inventory:
  - Compile data on energy consumption and other greenhouse gas emitting activities for municipal operations including buildings (electricity, heating fuels, etc.) and transportation
  - Gather data to estimate and/or model community-wide GHG emissions such as those arising from residential, business, and transportation sectors
- Net Zero Energy: Support ongoing development of a net zero energy strategy, including researching best practices, policies, and tools
- Assisting in stakeholder engagement processes for net zero planning (events, workshops, etc.)

### **Job Structure:**

This position is structured as an hourly, part-time position reporting on a day-to-day basis to Debra Shepard, Principal and Owner of Riverstone Sustainability and working in close collaboration with a municipal client. The position will be based in Newburyport, MA with some remote work. The duration of the position will be for the fall semester, commencing in September 2019.

### **Preferred Qualifications:**

- Graduate student or highly advanced undergraduate in engineering, sustainability science, master planning or other relevant discipline
- Excellent research and technical skills, ability to synthesize information from various sources including both publicly-accessible datasets, industry standards / best practices, and estimation
- Comfortable working with Excel and web-based software to collect, analyze, and model data on community buildings, transportation, and other activities
- Strong communication skills, and ability to present findings in a thoughtful and concise manner
- Working knowledge of topics related to the built environment, sustainable transportation, urban sustainability, energy efficiency, and climate change
- Interest in carbon accounting protocols and sustainable cities
- Entrepreneurial working style, ability to work independently, be self-motivated, and problem-solve
- Capable of managing time and priorities, and to meet deadlines
- Creative and collaborative attitude
- Strong organizational and leadership skills

### **How to Apply:**

If interested, please submit your cover letter and resume to Debra Shepard ([dshepard@riverstonesustainability.com](mailto:dshepard@riverstonesustainability.com)) by **August 30<sup>th</sup>, 2019**.