

Northwest SEED Green Campus Internship Description

Position Background: Northwest SEED builds communities through clean, diverse and affordable energy initiatives. Our programs encourage the development of successful, on-the-ground, community-based energy efficiency and renewable energy projects. We promote widespread popular support for investment in a sustainable energy system.

Northwest SEED's *Green Campus Program* was established to provide information and guidance to college and university campuses as they explore clean alternatives to meet their energy needs. In addition to promoting campus sustainability in general, the Program helps students and administrators garner campus support for green power investment while evaluating utility green power purchases, on-site demonstration projects, and certified renewable energy credit acquisition.

Benefits:

- \$250/semester (\$500/yr) stipend/scholarship.
- Budget to support project activities including campaign and outreach materials.
- Access to NWSEED staff with expertise in renewable energy and energy efficiency project development and implementation.
- An opportunity to bridge knowledge and relationships from campus life to the non-profit, renewable energy sector.
- Valuable program development experience.

Green Campus Intern Responsibilities:

- Build coalitions and partnerships with other students and student groups to increase general knowledge of on campus energy issues and clean energy opportunities including on-site renewable energy projects, energy education and green fee campaigns for the purchase of clean energy and to support energy projects.
- Actively develop campus leaders for organizing and outreach efforts.
- Develop support with faculty, the administration, and facilities management.
- Keep in regular contact with Northwest SEED supervisor and other Northwest SEED Green Campus interns, in an effort to strengthen the campus-based clean energy movement.

Interns should be well versed or interested in speaking to groups and individuals they are not familiar with and excited to build new relationships with other student groups and university administration.

Parameters of Evaluation:

Commit to a minimum 5 hours/week tracked on a Northwest SEED Intern Reporting Form; attain a faculty or campus advisor to provide on campus support; have weekly check-in meetings with NWSEED supervisor; show significant progress toward accomplishing the responsibilities outlined above.

This is a part-time internship. A small stipend is available. Applicants should be able to commit 9 months to this position, however, exceptions will be made on a case by case basis.

To Apply:

Please send your resume, a cover letter addressing your interest in renewable energy and **specifying a project you would like to pursue** and the application below to katrina@nwseed.org, SUBJECT: Green Campus Internship. For more information call 206-267-2216.

GREEN CAMPUS INTERNSHIP APPLICATION

1. Applicant Information and Experience Highlights

Name: _____ School: _____
Year of Graduation: _____ Phone: _____
E-mail: _____
Faculty Advisor (not required until internship begins): _____

If applicable please describe any involvement you may have with student groups or community organizations related to campus sustainability or clean energy.

Please highlight any of your previous leadership or organizing experience.

Please describe your interest in or experience with clean energy issues.

2. Description of Potential Project

Please describe a clean energy project you would like to work on as part of this internship. The project should specifically address a need you see on campus as well as fit the objectives of the Green Campus program.

Project Examples:

On-site renewable energy feasibility study/reports
Green Fee campaigns to support the purchase of RECs/green tags or other clean energy measures
University/community education and outreach projects to create awareness about renewable energy options and energy efficiency/conservation
Organizing and research to create a cohesive energy plan to reach university's clean energy goals

3. Existing Conditions

Please describe what your campus is currently doing to support sustainability. What are potential areas for opportunity? What are existing barriers preventing action?

4. Need for External Support

What additional support is needed to make the project a success?

4. Timeline

Please describe a basic schedule or timeline for carrying out the above described activities.

5. References

Please provide two references, NWSEED can contact to verify your experience and qualifications.

Name: _____ Name: _____
Title: _____ Title: _____
Contact: _____ Contact: _____

PLEASE SEND WITH COVERLETTER AND RESUME

FACULTY OR STAFF PROJECT PROPOSAL

The primary objectives of Green Campus are to assist universities in meeting their clean energy goals while providing students the opportunity to gain new knowledge and skills through a mentorship. If you are currently involved in a clean energy project or have an idea for a project on your campus and would like the assistance of NWSEED staff through a Green Campus Intern, please complete the questionnaire below. Qualified projects will receive assistance with internship design, recruitment and management. In addition, students will be supported with a small stipend and budget for project related outreach.

Project Examples:

On-site renewable energy projects

Green Fee campaigns to support the purchase of RECs/green tags or other clean energy measures

University/community education and outreach projects to create awareness about renewable energy options and energy efficiency/conservation

Organizing and research to create a cohesive energy plan to reach university's clean energy goals

Name:

Position:

University/Department:

1. Project Proposal

Please provide an overview of the proposed activity, including how it will address energy issues on campus and the potential for student involvement through a green campus internship.

2. Leadership

Please describe who on campus would lead this project and other parties including student organizations involved.

3. Existing Conditions

Please describe the primary motivations for making this project happen and what conditions on campus will make this project a success or barriers that may prevent the project from moving forward.

4. Fundraising and External Financial Support

If applicable, please describe any fundraising efforts or potential for external financial support identified.

5. Timeline and Deliverables

Please describe a timeline for this project.

Completed questionnaires can be emailed to Katrina@nwseed.org. If you have any questions or comments please contact Katrina Mendrey, Outreach and Organizing Manager at 206-267-2216. Thank you for your time and interest.