



TITLE: Eco-Resident Program Intern

DEPARTMENT: Office of Sustainability

SUPERVISOR: Sustainability Coordinator

JOB SUMMARY

The Eco-Resident Program Intern works to advance student sustainability-related education via the Eco-Resident Program. Through the Eco-Resident Certification Program, the Eco-Resident Program Intern engages with students on campus regarding their sustainable behaviors within the confines of their living quarters, particularly in regard to energy and water conservation. This consists of assessing student behaviors, recording the outcomes, and providing participants with ideas for improvement. In addition, this intern is responsible for reading and tracking energy meters of Palomar Hall, and relaying information to the residents of the hall.

ECO-RESIDENT CERTIFICATION PROGRAM RESPONSIBILITIES

1. Marketing & Outreach

- a. Work with Marketing and Communications team in the Office of Sustainability to promote the Eco-Resident Certification Program
- b. Reach out to students living on campus to participate in the program (also via LLCs and RAs)

2. Audits & Follow-Ups

- a. Schedule Eco-Resident audits with interested students
- b. Conduct audits and rank students who participate
- c. Provide tips and improvement ideas for participating students
- d. Be a resource to help student residents implement changes to be more sustainable
- e. Retrieve testimonials from participating students

PALOMAR ENERGY PROJECT RESPONSIBILITIES

1. Energy Readings

- a. Conduct weekly readings of energy meters for Palomar Hall

2. Outreach

- a. Collaborate with Community Director to relay information regarding meter readings to residents of Palomar Hall

PREFERRED QUALIFICATIONS

- Passion to grow sustainability initiatives at USD
- Knowledge of various sustainability related topics
- Familiarity with University policies, procedures, and community
- One-year position commitment

PERFORMANCE EXPECTATIONS: SKILLS and ABILITIES

- Strong interpersonal skills: ability to work with a diverse population of students, faculty, and staff
- Strong written and oral communication skills, including public presentation skills
- Strong organizational and time management skills
- Strong work ethic
- Professional demeanor
- Self-starter with ability to multi-task in a fast-paced work environment
- Team player and ability to complete projects independently
- Work to advance a welcoming and inclusive environment at USD.

COMPENSATION & SCHEDULE

- \$12 per hour
- May qualify for academic credit- seek approval from your advisor
- 8-10 hours per week (typically between 9am and 4pm, Monday-Friday; potentially occasional work in the evenings or on weekends)
- Fall term: Monday, September 9- Friday, December 13, 2019 (minus Fall break on October 18 and Thanksgiving break from November 27 to November 29)
- Spring term: Monday, February 3- Friday, May 8, 2020 (minus spring break from March 2 to March 6 and Easter break from April 9 to April 13)

NEXT STEPS

- Apply by **April 7** via Handshake (sandiego.joinhandshake.com)
- Contact the Office of Sustainability (sustainability@sandiego.com) with questions