



## **Commuter Student Sustainability Intern - Spring 2009**

**Summary:** Sustainability is the about meeting present needs without compromising the ability of future generations to meet their needs. Through this internship, you will gain hands-on experience in the field of sustainability while helping to advance Suffolk's environmental initiatives. The selected student will assist the Campus Sustainability Coordinator with outreach and education to raise awareness and engage Suffolk students living off campus in environmental activities both on and off campus. The internship is housed within Facilities Planning & Management.

**Campus Sustainability Background:** In the summer of 2006, Suffolk began an overhaul of its recycling program. Building on that initiative, the University now has a wide-range of environmental programs including energy efficiency; water conservation; sustainable design; and sustainable dining and purchasing, to name a few.

**Qualifications:** Reliable; professional; self-starter; enthusiastic about environmental initiatives at Suffolk University; strong communication and people skills; attention to detail; and comfortable conducting outreach. Training will be provided.

**Timeframe:** January-May, 8 hours per week; potential for Summer 2010 continuation.

**Main tasks to include:**

### ***Education***

- Conduct outreach to commuter students to raise awareness about on-campus sustainability programs (i.e. waste reduction and recycling, water conservation) and off-campus opportunities (i.e. energy efficiency, recycling, environmentally preferred purchasing, and sustainable transportation); educational outreach will be achieved by working with student organizations and Suffolk offices (i.e. Off Campus Housing), staffing informational tables, speaking at meetings, leading workshops, etc.
- Assist with the creation and distribution of educational materials
- Conduct market research such as surveys and focus groups to guide strategic planning

### ***Logistics***

- Provide support for initiatives and events, such as the *Mug Club* and *Bring Your Own Bag Program*
- Update databases to maintain accurate email list
- Perform general office support

Interested candidates should provide a letter of interest, one-page resume, and an on-campus reference (with up-to-date contact information) to Campus Sustainability Coordinator Erica Mattison ([recycle@suffolk.edu](mailto:recycle@suffolk.edu)).

This is an unpaid position. Course credit may be arranged. If you have Work Study eligibility, this position may serve as a Work Study paid position.

**Deadline:** December 10, 2009.