Internship Posting:

Green Office Education & Outreach Intern

Sustainability Internship Program
Office of Sustainability at the University of Maryland

Description: The Office of Sustainability seeks an intern to support the implementation of the University of Maryland Green Office Program. The Green Office program rewards and recognizes offices for taking steps to become more sustainable. It engages staff, faculty and students in a voluntary, self-guided program that promotes green practices in an office environment. The Green Office Education and Outreach Intern will support Green Offices in their implementation of the program. Interns will conduct the Green Office audits, track audit data, provide consultation services to GO Reps and support the implementation of the program. The Green Office Education and Outreach Intern will also participate in Green Office Representative (GO Rep) training, support Green Office special events and assist with the development of new tools and strategies for implementation. Interns will work under the supervision of the Sustainability Enhancement Coordinator who leads the Green Office Program.

It is expected that the Green Office Education and Outreach Intern will work 10 hours per week throughout the summer.

Qualifications: The Green Office Education and Outreach Intern must have strong communication skills, experience in education, and a strong interest in sustainability initiatives. The intern should feel comfortable with public speaking, developing presentations and writing appropriately for the general public.

Prerequisites: Interns must be a current University of Maryland graduate or undergraduate student with at least sophomore standing. A minimum 3.0 cumulative GPA is recommended. Interns are expected to have a strong interest in sustainability, a professional work ethic, and a desire to make the campus more sustainable. In addition, interns must be disciplined and self-motivated as they will take the lead on their own projects. Students in all majors are encouraged to apply.

Internship Credit: Academic credit is available for internships. Students must talk with their academic advisor to see if internship credit is available through their academic department for this internship. If credit is not available through the student’s home department, internship credit may be available though other departments. Students must satisfy the specific internship requirements of the supporting academic department to earn credit, which typically involve 120 hours of work and a significant writing assignment, in addition to an Activities Log and a Letter of Evaluation from the on-site supervisor. Students are responsible for covering the tuition-related implications of accepting the internship. The Office of Sustainability cannot pay for course credits.

To Apply: Please send a cover letter and resume to sustainability@umd.edu. The one-page cover letter should address the following questions: What are your qualifications for the Green Office Education and Outreach Intern position? Why do you want to be a Green Office Education and Outreach intern? How does this internship fit into your education, experience or plans for after graduation?

Deadline to Apply: Wednesday, April 1, 2015