Climate Analyst Intern

Wages: Volunteer, with opportunity to gain course credit

Hours Per Week: 20

Expected Dates of Employment: May 20, 2019 – August 23, 2019, with possibility for extension

NATURE OF WORK

Provide support to Sustainability Project Manager, Climate Advisor, and Climate Fellow with gathering data and assisting with analyses for: climate strategies focused on energy, buildings, and transportation, greenhouse gas emissions, climate resilience planning and forecasting, conducting literature reviews and researching related topics, and assisting in the development of a climate adaptation plan and reporting.

This position will also include working together with staff to create educational materials (flyers, fact sheets, articles, reports, case studies, web pages, and presentations), technical resources and toolkits, and coordinate workshops and meetings.

Potential skills to be gained from this position include the following:
- Direct exposure to national and international best practices focused on reducing greenhouse gas emissions
- Increased knowledge and understanding about climate indicators, hazards, and resilience planning
- Opportunity to work as part of a team of sustainability professionals in local government

MINIMUM REQUIREMENTS:

Undergraduate degree (or in pursuit, with at least 60 semester hours completed), in Communications, Marketing, Environmental Science, Public Admin., Sustainability, Social Sciences, Engineering, or a related field. Excellent oral and written communication skills. Comfort with regular email correspondence and occasional phone support as needed. Proficiency of basic computer and web applications (e.g., Microsoft Office, Outlook, etc) required.

Ideal candidate is highly-motivated, team-oriented, and reliable, with excellent attention to detail and critical thinking abilities, and good time management skills. Experience with statistical methods and data analysis or building energy management a plus.

Valid Florida driver’s license is required and a background check will be conducted prior to hire.