

Academic Year 2014

Title: Office of Sustainability Intern

Department: Office of Sustainability, Facility Services

Supervisor: Ellen Vaughan, Manager, Office of Sustainability

Ellen.Vaughan@nau.edu, O: (928) 523- 1791; C: (315) 472-7959

Type of Internship/Research Project: Undergraduate Internship

Compensation: \$2,000 (\$1,000 per semester)

Application Deadline: Apply immediately, position open until filled.

Number of Hours a Week: 150 hours a semester, flexible schedule

Total number of Weeks: 30

This position is a full academic year

Job Description: This person will provide logistical support to the manager of the Office of Sustainability and participate in multiple and diverse sustainable initiatives across the University and community.

Duties:

- Research, compile and maintain a list of University-wide sustainable initiatives on the Green NAU webpage.
- Help to assess progress and goal attainment of NAU's sustainable initiatives.
- Promote NAU's sustainable initiatives through Green NAU blog updates and press releases.
- Participate in faculty, staff, and student meetings and events as a representative of the Office of Sustainability.

Special skills required:

Passion for environmental issues, sustainability, education, and communication

Excellent skills in writing and verbal communication

Excellent skills in researching

Must be currently enrolled at NAU.

Send letter of interest and resume by email to Ellen.Vaughan@nau.edu.

The Office of Sustainability implements sustainability initiatives that help support the university's 2020 Carbon Neutrality Goal. We strive to make Northern Arizona University a global model for sustainable operations by living off the earth's income, and not its capital. For more information visit: <http://nau.edu/Sustainability>