The Office of Sustainability student worker will work on a variety of projects to support climate planning and sustainability initiatives across campus. In January, 2024, President Elam signed the Second Nature Climate Commitment to support Climate and Resilience planning on campus. The first step in developing a Climate Action Plan is to establish and document the GHG footprint of the campus and its operations. As such, this position plays a critical role in supporting measurement of resource consumption on campus and establishing protocol to track progress towards reducing our footprint. The student worker will also assist with projects of interest may include zero and low emissions transportation, food waste, sustainable landscaping, and communications about office activities and initiatives.

ties Responsibilities

Detailed data entry of

water, waste, etc. into SIMAP database or other reporting systems as needed Assist with identifying and compiling data from a variety of sources regarding the cope 3 emissions

Support development of reporting and data collection procedures across campus. This may be used for voluntary certification systems (ex STARS report) as well as compliance monitoring, and enter data as needed

Documenting methods and findings in GHG baseline report.

Help inventory and keep records of campus surplus items

Support analysis and proposal development for sustainability projects and initiatives Assist with Sustainability Communications and sharing the work of the Office of Sustainability

Assist with Sustainability Programming and events

Other duties as assigned

Re ire an Pre erre Q ali ications Strong communication skills and ability to work with various stakeholders Experience with data management and data entry Proficiency with Excel and/or Google Sheets Resourceful, proactive, and creative problem solver Attention to detail and strong organizational skills Interest in sustainability, carbon neutrality, waste diversion and data Strong writer with ability to concisely capture details

Pre erre Q ali ications

Sophomore or junior standing Facility/knowledge of automation or other technologies to improve efficiency in data collection Advanced excel and/or stata for data analysis Data visualization, presentation and programming skills Ability to work in physically demanding situations (lifting boxes and transporting items Authorized driver or willingness/ability to become one upon hiring (see requirements here)

Start ate August 26, 2024

En ate May 10, 2025

Work Sche le Schedule is flexibTJE(g9i)10(or)C / Spanml0 G*nand/or stata