



## **Municipal Sustainability Support Fellowship**

### **About the Center for Economic and Environmental Partnership and our Matchmaker Program:**

CEEP Partnership's Mission is to serve as a bridge between economic and environmental perspectives. We encourage evaluation, development, and implementation of policies and programs supportive of the environment and the environmental industry. Our Matchmaker Program connects early career professionals with local organizations to advance sustainability efforts. CEEP Partnership provides project management training and oversight to ensure satisfying outcomes for everyone. Visit the [Matchmaker Program](#) page to learn more.

### **Project Description:**

CEEP is seeking a candidate for a paid, half-time Fellowship position to support sustainability activities in municipalities located in New York's Hudson Valley. Over the course of this 3-4 month Fellowship, the Fellow will provide support to CEEP Partnership staff and municipal partners on specific sustainability-related projects. Examples of potential projects include:

1. Supporting municipal and community GHG inventories, as well as other Climate Smart Communities and Clean Energy Communities projects
2. Coordination of Community Choice Aggregation (CCA) programs, in collaboration with partnering municipalities and the CCA program administrator. Activities include outreach, community education events, and help line support services.
3. Supporting the municipality to pilot a composting program. This would include developing educational materials, creating sign up lists, and conducting outreach. The intern would maintain a data platform/tracking plan and create a survey for residents to share feedback on community composting and backyard bin usage.
4. Researching potential areas of collaboration between the municipalities and local school districts.
5. Organizing community campaigns on heating and cooling systems, as well as community solar and other community energy programs.
6. Supporting municipal code officials.

These projects will be determined by CEEP Partnership staff and partner municipalities, based on the needs of the municipality and the Fellow's interest areas and prior experience. Projects vary in terms of in-person vs. remote work opportunity; some projects will require in-person activities, while other projects may be 100% remote-compliant.

### **Qualifications:**

- Bachelor's degree preferred; Alternatively, summer internships possible for college students
- Motivated self-starter with the ability to work independently and collaboratively
- Strong communication skills; ability to interface with a wide range of stakeholders
- Skilled writer and editor, capable of producing public facing materials
- Knowledge of technical topics, particularly renewable energy, energy efficiency
- Interest in the environmental field and local climate solutions
- Experience in data collection, survey implementation, and data analysis a big plus