**Evergreen Sustainability Fellowship – 2016-17**

Graduate students interested in sustainability are encouraged to apply for the 2016-17 Sustainability Fellowships. These stipend-based fellowships offer students an opportunity to engage with on-going campus sustainability projects while gaining real-world experience in a variety of key skills. Fellows will report to the Director of Sustainability and support year-long work on both a full sustainability assessment of the College and preparing recommendations for an update of the College’s Climate Action Plan. Please see the position descriptions below for details.

Criteria:

* Positions are open to any student enrolled, at least half-time during winter and spring of 2017, in graduate studies at The Evergreen State College
* Students should demonstrate an interest in and some knowledge of the key topics and skills inherent to the position

To apply please submit the following documents (electronically) to [sustainabilityoffice@evergreen.edu](mailto:sustainabilityoffice@evergreen.edu) by 10 pm, November 13, 2016:

1. Cover Letter (1 page) – Why are you interested and what knowledge or skills can you offer
2. Resume/Curriculum Vitae – Please include pertinent academic work

Timeline:

* Nov 13: Applications due
* Nov 28 – Dec 2: Applicant Interviews
* Dec 5 – 9: Hiring announcements
* Jan 9: Fellowships begin

2016-17 Fellowship Positions

*Please note that the Carbon Neutrality Outreach Fellow ends slightly sooner than the other two positions.*

**STARS Fellow – Winter & Spring quarters – Jan 9 through Jun 15 - $4,000 per quarter**

*Expected commitment = 15-20 hours/week, flexible schedule*

Continue the work started by students in the fall elective *Organizational Sustainability in Theory and Practice* to complete the data collection and reporting for Evergreen’s Sustainability Tracking, Assessment & Rating System ([STARS](https://stars.aashe.org/)) report to the Association for the Advancement of Sustainability in Higher Education ([AASHE](http://www.aashe.org/)).

STARS is a comprehensive sustainability assessment tool specifically designed for higher education. Evergreen faculty, staff, and students helped design the original version of STARS, and we participated in the first pilot study in 2008. The College earned a Silver Star rating when we last performed the full assessment in 2011.

Tasks include:

* Work with College staff to coordinate data collection and verification
* Record data and assist with on-line data submission
* Prepare a final report and assist with report-out/sharing processes

Expectations and Deliverables:

* Meet weekly with Director of Sustainability and other Fellows (1 hour)
* Maintain an activity log
* Meet with College stakeholder groups, as needed
* Assist with campus outreach activities (sharing our stories)
* Ensure that data collection is complete and properly documented
* Complete STARS Data WIKI (started in fall)
* Submit STARS data into on-line tool
* Prepare final Executive Summary of the report

**Climate Action Planning Fellow - Winter & Spring quarters – Jan 9 through Jun 15 - $4,000 per quarter**

*Expected commitment = 15-20 hours/week, flexible schedule*

Provide project support and best practice research and assessments to inform the College’s Carbon Neutrality action plan update. Tasks include:

* Define best practices, appropriate to our circumstances, in the areas of commuter transportation management, low-carbon space heating, and carbon offsets through literature research and/or interviews
* Prepare reports and briefings on each of the three topical areas (as appropriate)
* Assist with stakeholder engagement and options assessment of the three topical areas
* Assist with planning and coordination of a regional symposium on low-carbon space heating to be held in May

Expectations and Deliverables:

* Meet weekly with Director of Sustainability and other Fellows (1 hour)
* Maintain an activity log
* Meet with College staff to define technical constraints and concerns
* Perform literature review and interviews to define best practices in the three topical areas
* Prepare reports on each of the topical areas and provide briefings to College stakeholder groups, as needed
* Provide content and assist with campus outreach activities (sharing our stories)
* Compile and assess feedback from the technical discussions
* Coordinate technical advisory discussions
* Assist with planning and implementation of the regional Low-carbon Space Heating symposium
* Prepare summary reports on discussion, feedback, and conclusions

**Carbon Neutrality Outreach Fellow – Winter & (most of) Spring quarters - $4,000 for winter, $3,000 for spring – Jan 9 through May 31**

*Expected commitment = 15-20 hours/week, flexible schedule*

Build on research and recommendations developed in fall quarter to create and implement an outreach campaign on the College’s carbon neutrality goal. Tasks include:

* Enhancing draft content created in the fall
* Adapting content to multiple outreach platforms and methods (web, social media, flyers, events, and others as appropriate)
* Collaborating with the other Sustainability Fellows to include results from their processes
* Leading the outreach campaign
* Collecting, collating, and assessing feedback
* Collaborating with the other Sustainability Fellows to draft process reports for the campus community

Expectations and Deliverables:

* Meet weekly with Director of Sustainability and other Fellows (1 hour)
* Maintain an activity log
* Review student-generated content and recommendations from fall quarter, enhance and build out
* Coordinate outreach plans with the Director, Grad Fellows, and communications staff
* Create platform-specific content for dissemination to the campus community and coordinate all outreach efforts
* Collect, collate, assess, and prepare summary reports on campus community feedback and reactions