

Summer Internship with Sustainable San Mateo County

Who: College students

When: 8 weeks between June 19 and September 15

What: Sustainable San Mateo County's Sustainability Ideas Bank helps local cities in San Mateo County and beyond become more sustainable by sharing solutions that have proven successful. Interns working on this project will gain a strong understanding of how local governments shape and adopt new policies. They will research topics such as affordable housing, waste management, social equity, renewable energy and transportation, then summarize the best solutions. In addition, they will meet with leaders from cities, San Mateo County, local nonprofits and businesses to vet new ideas that address specific needs. SSMC has been measuring sustainability progress by cities in San Mateo County since 1997 through its Indicators Reports and helps guide them on where to focus their efforts.



The interns will expand the Sustainability Ideas Bank, which can be viewed online at <https://sustainablesanmateo.org/sustainability-ideas-bank>. Local leaders have expressed great enthusiasm for the Ideas Bank as a way to accelerate sustainability, and interns have told us the experience has taught them new skills and helped guide their studies and career plans.

Skills Needed: The interns should have a passion for sustainability, be self-motivated, responsible and able to work independently. They must have excellent communication and writing skills, be detail oriented and have strong research experience. They must be able to interact with leaders in a professional manner. Web/computer savvy is essential, including experience with Excel and PowerPoint. Experience with online content management is a plus. Knowledge of local government is desirable.

Time commitment expected from participants:

The applicants may choose a minimum of eight weeks during summer break when they wish to work remotely on this project. Two meetings per week are held during workday hours via Zoom. Otherwise, work hours are flexible.

Pay: We have three slots available for a stipend of \$800 for eight weeks of work.

Application process: Please tell us in 250 words or less why you are interested in this position and explain your qualifications. Send your application with your resume and your contact information to advocate@sustainablesanmateo.org with "summer internship" in the subject line. We will interview candidates and check references before making an offer. No calls, please.