

Nova Scotia Youth Corps Summer Student Intern

Position Title:	Sustainable Transport Intern
Number of Positions:	1
Location:	Halifax, Nova Scotia
Position Status:	Temporary, 9 weeks [June 26 – August 25, 2017]
Hours:	Full-time [35 hours per week]
Wage:	\$19.00/hour

Clean makes homes more [energy efficient](#), [restores streams & watersheds](#), [engages youth](#) on the environment, promotes [green transportation](#), mitigates the effects of [stormwater](#), helps communities reduce [waste](#), and contributes to public policy discussions.

That's [what](#) we do. [Why](#) we do it is to help create a more sustainable society in Atlantic Canada. We work for a clean climate & clean water, and, to help us get there, we foster, educate and support clean leaders in our communities.

Clean is a non-profit, non-governmental environment organization created in 1988 through an [Act of the Legislature](#) in Nova Scotia. However, we receive no core government funding. We run the charity through money raised for our many programs and projects, which can come from agencies, businesses, government departments, foundations and individual citizens.

You may know us as Clean Nova Scotia, but we work on projects in other parts of Atlantic Canada, throughout the traditional lands of the Mi'kmaq and Wolastoqiyik. That's why we say we're just *Clean*.

We are currently seeking a hardworking, dynamic and motivated individual to add to our Nova Scotia Youth Corps (Youth Corps) team for summer 2017, who has a strong passion for people and the environment. Our approach is always collaborative and team oriented.

Program Overview:



Youth Corps

In Nova Scotia, more than half of our young people leave the province after graduation. But what if they were given the skills and opportunities to join a vibrant green economy here at home?

The Youth Corps wants to inspire, develop and nurture an interest in jobs that support a future-looking economy and a sustainable environment. By tapping into a student's journey mid-way through school, our training and internship program offers new green options in career path decisions – while giving young minds the tools they need for future success.

The Youth Corps builds connections between youth and local organizations to stimulate stewardship for the natural environment and support the emergence of young community leaders. This is accomplished by providing students with training and employment opportunities through paid work placements with community-based organizations. And our Aboriginal Leadership Program builds on the Youth Corps to focus on the needs of First Nations youth while bringing traditional indigenous knowledge into the program. Our goal at Clean is to help build that foundation on which students can build their careers, and grow into the thoughtful, creative policy-makers and CEOs of tomorrow.

Position Overview:

The host for this Summer Student Intern position through Youth Corps will be the Nova Scotia Government, Department of Energy, reporting to the Senior Analyst, Sustainable and Renewable Energy. In this position, you will be mainly responsible for working on sustainable transportation topics and duties which will include initiatives identified under the Sustainable Transportation Strategy (link below)¹ and may include: supporting and administration of the grant program; support in the implementation of the sustainable transportation strategy initiatives; Transportation Demand Management; workshop planning; researching; and other topics related to sustainable transportation. The successful candidate needs to have experience and skills in Microsoft Excel (Microsoft Access is an asset), organizational and time management skills, writing and communication skills, Interest in community engagement, Interest in the principles of sustainable transportation and creating healthy communities, and experience with social media would be an asset.

Specifically, the student will have the opportunity to:

- Engage with municipalities regarding active transportation plans and capacity building;
- Workshop planning related to the sustainable transportation initiatives;
- Research and support program development and delivery.

¹<http://novascotia.ca/sustainabletransportation/docs/Sustainable-Transportation-Strategy.pdf>

About the Host:

Nova Scotia Department of Energy is located at Joseph Howe Building, 12th Floor, 1690 Hollis Street, Halifax, NS. Our mandate is to manage energy resources to achieve optimum economic, social and environmental and economic interests of Nova Scotians by ensuring our energy resources are developed and used in an efficient and sustainable manner.

Duties and Responsibilities:

- Assist in administration of the sustainable transportation grant program;
- Maintain program database in Microsoft Access – training will be available;
- Assist in the Implementation of other Sustainable Transportation Strategy initiatives;
- Assist in planning for sustainable transportation related workshops;
- Assist in maintaining sustainable transportation website and assist with other communications;
- Research.

Requirements/Qualifications:

- Must be a Canadian citizen or legally entitled to work in Canada;
- Must be between the ages of 15 and 30;
- Must be a full-time student and intending to return to school in fall 2017;
- Is not a member of immediate family of host;
- Have an aptitude for safe work practices and the ability to multi-task in a busy work environment;
- Be able to work productively as part of a team while responding to feedback;
- Demonstrates interest in future employment in the environmental or 'green' sector is considered an asset;
- Some knowledge or interest of sustainable transportation in Nova Scotia
- Experience and skills in Microsoft Excel (Microsoft Access is an asset);
- Interest and/or experience in community engagement
- Interest in the principles of sustainable transportation and creating healthy communities
- Organizational, time management, and communications skills (both verbal and written);
- Ability to work/communicate with stakeholders within and outside government;
- Experience with social or visual media would be an asset.

To apply, fill out the online application [here](#). After you click the 'submit' button, you will be directed to a page where you can upload your cover letter(s), resume, and letter of reference. You can also access that page directly by [clicking here](#) – note that your reference can also submit their letter on your behalf directly through that page. Your application will not be considered until we have received all of your application materials.

The deadline to apply is midnight, May 24, 2017. We appreciate all interest; however, only those selected for an interview will be contacted.

Clean is committed to Employment Equity and our goal is to be a diverse workforce that is representative at all job levels. We welcome applicants from Aboriginal People, Visible Minority Groups, Persons with Disabilities and Women in occupations of positions where they are under-represented. If you are a member of one of the equity groups, you are encouraged to self-identify on either your cover letter or resume.