

Job Description – Clean Leadership 2019 Program

Summary of the Program

The Clean Leadership program (formerly Nova Scotia Youth Conservation Corps or Youth Corps) was established in 1989 to provide Nova Scotian youth with training and employment opportunities in the environmental field. This program engages community partners across the province to hire students to carry out work in the summer months that fosters environmental stewardship. The Clean Leadership program provides Nova Scotian youth with green sector work experience, an enhanced appreciation of the environment and their community, and develops skills for life-long learning (including team-building and leadership skills, increased knowledge for future employment and/or education ventures, program evaluation techniques, and the ability to give back to their community and their environment.

Job Title - Green Labs Program Assistant

Wage - \$17.00/hr

Summary of Position

The community partner for this Summer Student Intern position through the Clean Leadership program will be at *Dalhousie University's Office of Sustainability* reporting to the *Sustainability Manager*. In this position, you will be responsible for the execution of the Green Labs program, to help reduce the environmental impact of research-related activities by providing environmental best practices and sustainable solutions. The successful candidate needs to have project management and research experience.

Community Partner

Dalhousie University has been involved in promoting sustainability in its operations and curriculum for over 30 years. However, global and local sustainability challenges such as energy security and efficiency remain, and these challenges are compounding. The Office of Sustainability focuses on supporting solutions that create positive social, ecological, and economic change in university operations. The Dalhousie Office of Sustainability works to incorporate sustainability concepts and criteria into policy and planning, building and retrofit projects, and operations. The Office strives to engage and encourage student, staff, and faculty in practicing sustainable behavior.

Duties and Responsibilities

- Categorize common lab equipment by function, provide a brief description and photo, uses of equipment, average time used, energy and water consumption of old versus newer equipment. Equipment includes: Ovens, incubators, microscopes, -80 fridges, centrifuges, furnaces, fume hoods, air conditioning equipment, cold rooms, growth chambers, autoclaves, bio-safety cabinets, shakers, aspirators, dishwashers and cage washers.
- Outline strategies for reducing life cycle costs and environmental impacts: including education, equipment switch out programs, different models (sharing)
- For each strategy discuss resources needed

- Provide examples of strategies from other industrial, commercial and institutional (ICI) sector groups
- Develop design for a one-day educational event for the Fall of 2019 that brings together vendors and ICI sector to Dalhousie.
- Assist the Sustainability Manager in community engagement events including Bike Week and Instant Sustainability Awards. Duties will include supervising volunteers and organizing events.

Requirements/Qualifications

These are the qualifications that are necessary for someone to be considered for the position.

- Knowledge of sustainability concepts and practices.
- Experience conducting research as project lead including literature review, collection of data and analysis.
- Experience delivery community engagement education programming and/or social marketing.
- Excellent communication (verbal and written), public speaking, interpersonal and organizational skills.
- Must be able to liaise effectively with various stakeholders.
- Must self identify as an Indigenous person.
- 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 2019;
- Is not a member of immediate family of community partner;
- 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;
- Demonstrated interest in future employment in the environmental or 'green' sector is considered an asset;

Working Conditions

This position will require working in a typical office environment, with some outdoor work on a semi-regular basis.