

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 - Clean Transportation Intern

Wage - \$19.00/hr

Summary of Position

The community partner for this Summer Student Intern position through the Clean Leadership program will be NS Department of Energy and Mines, reporting to Clean Energy & Transportation Strategist. In this position, you will be mainly responsible for conducting research and analysis of for departmental clean transportation initiatives, assisting in the development of innovative transportation-focusses initiatives, as well as participating in meetings with partner organizations and departmental events. The successful candidate needs to have organizational and time management skills, writing and communication skills, interest in community engagement, interest in the principles of clean transportation and creating healthy communities.

Community Partner

Located on Hollis Street in downtown Halifax, the Department of Energy and Mines brings all the province's experts in subsurface resources together in one department to explore collaborative opportunities to better promote the province's energy and mineral resources.

Duties and Responsibilities

- Assist in the implementation of departmental clean transportation initiatives and marketing campaigns; including working and building relationships with the Department's partners
- Conduct research and reporting for clean transportation policy and regulations
- Provide creative and innovative input for clean transportation program design
- Develop presentations for senior staff (Directors, Executive Director, Deputy Minister)

Requirements/Qualifications

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

- 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;
- Some knowledge or interest of clean transportation in Nova Scotia;
- Experience and skills in Microsoft Excel;
- Strong organizational and time management skills
- Interest and/or experience in community engagement;
- Interest in the principles of clean transportation and creating healthy communities;
- Excellent writing and communication skills;
- Ability to work/communicate with stakeholders within and outside government
- Experience with social or visual media would be an asset.