

***Vermont Clean Cities Summer Internship***

30 – 40 hours/week

June 13 – August 26, 2022 (start and end dates are flexible)

Stipend range: $3,600 - $4,800 (undergraduate or recent graduate)/$4,500 - $6,000 (graduate student).

Applications due: April 22, 2022

The **Vermont Clean Cities Coalition** (VTCCC) is a statewide program funded by the [U.S. Department of Energy’s Clean Cities](http://www.eere.energy.gov/cleancities/) whose mission is to advance the economic, environmental and energy security of the U.S. by supporting local decisions to adopt practices that contribute to reduced petroleum consumption in the transportation sector. VT Clean Cities brings together stakeholders in the public and private sectors to deploy alternative and renewable fuels, idle-reduction measures, fuel economy improvements, and emerging transportation technologies. The **VTCCC Clean Cities Intern** works with VTCCC’s Coordinator in UVM’s Transportation Research Center to accomplish the goals of the coalition. The internship will provide many opportunities to network with businesses, industry, and government stakeholders. A dynamic working environment gives the opportunity to learn multiple work-related skills in a short period of time.

The Clean Cities University Workforce Development Program (CCUWDP) is funded through the Technology Integration Program within the Vehicle Technologies Office at the U.S. Department of Energy in collaboration with Argonne National Laboratory. CCUWDP funds the Internship.

**MAJOR RESPONSIBILITIES** We will consider the intern’s interests in program placement, but responsibilities may include any of the following (based upon our current need and intern skill set):

* Meeting and event coordination, including site visits, demonstration events, and on-line meetings.
* Representing the Coalition and communicating effectively in a variety of public and private forums, including meetings, events, and electronically.
* Assisting with educating stakeholders through monthly newsletters and electronic messaging about related legislation and regulations, new technologies, etc.
* Enhancing social media efforts and coalition website.
* Conducting outreach, phone calls, emails.
* Assisting with administrative support.
* Maintaining the Coalition stakeholder email distribution lists.

**POSITION REQUIREMENTS**

* Current student (or recent graduate) pursuing a related degree, Communications, Environmental Studies, Social Sciences, or similar.
* Highly creative original thinker, who is eager to develop fun and engaging ideas to help us expand our online presence.
* Ability to quickly create and produce content with fast turnaround to follow relevant trends
* Clear and effective written and verbal communication
* Ability to work independently or collaborate with a team
* Comfortable assessing analytics on social media platforms
* Work with stakeholders to share stories, data, and local policy priorities
* Eagerness to provide and receive feedback with an eye towards growth and development
* Active familiarity with social platforms
* Strong familiarity of Microsoft applications
* Passionate about sustainability, clean transportation, and environmental justice; prior relevant coursework preferred but not required.

**WORK ENVIRONMENT**

The internship activities are designed to be conducted, administered, and produced on-line and in-person, with supervision from VT Clean Cities Coordinator through regularly scheduled phone calls, email, and MS Teams video calls. The VTCCC coordinator will support their work and ensure that they have the necessary access to shared electronic files. The intern will be given a dedicated workstation, including a computer, and internet access, in an office at the Transportation Research Center in Mansfield House on The University of Vermont campus.

**POSSIBLE ADDITIONAL WORK**

There is a possibility of combining this position with a research assistant position to extend the hours or timeframe of the work with VTCCC. This would involve joining a team of researchers conducting interviews with car-less rural Vermonters to understand their unmet travel needs. The research project is being led by Professor Dana Rowangould at the UVM Transportation Research Center with a pay rate of $18 - $25/hr. depending on education level and experience. Spanish-language proficiency preferred.

**APPLY**

Email: Peggy poneillv@uvm.edu or Visit Handshake: <https://www.uvm.edu/career/handshake>