



Office of Sustainability

Campus Sustainability Internship

Summer 2024

Description

The Office of Sustainability is seeking qualified student interns to contribute to Loyola's campus sustainability programs. Sustainability reaches into many corners of the University and involves partnership building to set strategies and goals in creating a culture of sustainability through action. Interns will work both independently and in a team capacity with each other and staff to support communications materials development, conduct outreach, and have a leadership role with events and projects related to waste reduction and other campus sustainability initiatives.

Duties and Responsibilities

- Manage and grow Loyola's Zero Waste programs including Think Green & Give and the Cycle & Recycle Center
- Serve as an ambassador for sustainability at Orientation Fairs for incoming LUC students
- Work with partners across the university to promote, and implement events and programs to educate and engage students in sustainability during WelcomeWeek
- Develop and organize content for the SustainLoyola newsletter and other marketing materials for sustainability programs, initiatives, and events
- Support Loyola's Zero Waste Plan implementation by auditing waste infrastructure on Loyola's campuses
- Support waste diversion and engagement at select university events
- Identify and implement additional opportunities to engage students to increase awareness of environmental issues, increase participation in existing sustainability programs, and support a culture of sustainability at Loyola
- Lead your peers in creating sustainability change on campus

Qualifications

- Motivated individual willing to engage peers and stakeholders to take action
- Ability to work collaboratively and professionally in team settings and work individually in an efficient manner as needed.
- Some specific desired skills aligned with each intern team including communication skills (web, e-newsletter, social media, public speaking, engagement), design skills, physical material sorting
- Attention to detail

Eligibility

- Full-time enrollment at any Loyola University Chicago Campus in 2024-2025.
- **Federal Work-Study eligible students are especially encouraged to apply.**

Terms and Compensation

- Scheduling is flexible and hours will be **10-15 hours per week**
- Compensation for this internship is **\$15.80/hour**
- Specific work schedule will be mutually agreed between interns and program manager



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Application Instructions

Please apply by **12:00pm on Monday, April 15, 2024**. If no suitable applicants are identified, the deadline may be extended.

Initial onboarding meetings for selected candidates are planned for the **week of April 29** with work starting the **week of May 6**.

Apply by sending **your resume/CV and a cover letter** describing your interest in the position including the contact information for two references to sustainability@luc.edu. Please specify that you are applying for a **Summer** internship.

If you have any questions or would like any clarification, please contact Megan Conway at mconway9@luc.edu.