



## Student Internship Program

### Overview

Teams of interns will support EcoMotion's outreach efforts in Green for Life. With a base camp at the EcoMotion office in the Coachella Valley Association of Governments (CVAG) building, the interns will be trained, equipped with appropriate identification and marketing materials, and sent to community meetings and gatherings in each of the participating jurisdictions. Their goal: raise awareness and interest in climate action planning, and political support for it, in their home communities.

### Kick-off Event

EcoMotion will use its planned event on Friday, January 27, 2012 as the draw for the second session of the Internship Program. Flyers posted throughout the campus at COD and via email to selected audiences will announce the **"Taking it to the Streets" Presentation (with Ted Flanigan and former Student Internship Program participants)** and invite interested students to attend, and apply for a position within the program.

### Selection Schedule

The full job description is posted on the EcoMotion website and is being distributed via campus resources. Resumes that are collected will be acknowledged by EcoMotion staff, and followed with a questionnaire to help narrow the field of candidates. A select number of candidates will then be scheduled for an interview at the CVAG office, immediately after the January 27<sup>th</sup> presentation.

### Intern Program

The Climate Action Crew will form and perform over a 12 week period. The proposed schedule:

- Week 1-3 – Training
- Week 4-10 – Outreach Activities
- Week 11-12 – Wrap-up/Evaluation

### Job Description

The following job description will be posted and circulated at COD and via selected EcoMotion contacts.

# Student Job Opportunity: Green for Life Internship

Environmental consulting firm EcoMotion is seeking team members to join the *Student Internship Program* – a group of dedicated and inspired individuals eager to spread the word about the importance of climate action planning for our desert region.

Team members will become knowledgeable about all facets of climate action planning, including:

- Community demographics and political realities
- Greenhouse Gas Inventories and how they help construct the “carbon footprint” of a city or community
- Best Practices for energy efficiency and sustainability
- How policies impact local development

Team members will also be responsible for outreach to their communities. This will consist of:

- Developing educational and marketing materials
- Setting up community meetings
- Preparing and delivering presentations to various groups
- Documenting outreach activities through surveys, photos, and videos

This will be a paid internship lasting approximately 12 weeks, with possible extension for a second session. Team members will work 6-10 hrs./week, with a minimum of a regular required Friday meeting (12-2 p.m.) and an occasional evening or Saturday event. An email account and reliable transportation are required. Members will travel to cities within the Coachella Valley for outreach activities; travel costs will be reimbursed.

The successful intern will be a practiced presenter and good communicator at all levels. Spanish language ability is a plus.

To apply, please send your Resume and filled in Questionnaire (to participate in the interviews on January 27, 2012) to:

Coachella Valley Internship  
Virginia Nicols  
EcoMotion  
[vnicols@ecomotion.us](mailto:vnicols@ecomotion.us)

P.S. Please put your last name in the title of your resume!

# Questionnaire

## Green for Life Intern Program Member

Thanks for your interest in becoming a member of EcoMotion's Intern Program. We are eager to find the right people for this job.

We have a few questions for you, specific to skills needed for this position. Please provide an honest answer for each one. Your responses will help move you to the interview.

1. Motivation: What's the one thing that interests you and excites you the most about this position?
2. PowerPoint and presenting: Please describe the most recent presentation you have given. Who was the audience? What was the subject? What was the result?
3. Spanish or other foreign language skills: Do you speak any language other than English? How well?
4. Background in environmental issues: What courses have you taken, or life experiences have you had, that might help you in this position?
5. Motor Vehicle Report (MVR): Interns will be traveling to various cities in the Coachella Valley. Since the travel is on behalf of EcoMotion, a MVR for all final applicants will be processed. Are you prepared to authorize that report?

Thanks again for your interest in interning with EcoMotion. We are a small firm, where each person plays an important role. A "good fit" is what we are looking for above all.

I look forward to receiving your response.

Virginia Nicols, Certified Green Building Professional  
Corporate and Community Relations

***EcoMotion – Business Greening Solutions***

Office Direct: (949) 450-7153

Mobile: (949) 678-3798

[www.ecomotion.us](http://www.ecomotion.us)