



Cambridge Net Zero Initiative Intern

City of Cambridge – Community Development Department Environmental and Transportation Division

Agency Description

The Environmental and Transportation Planning Division of the City of Cambridge Community Development Department is responsible for improving quality of life by working to protect and improve the city's environment, reduce greenhouse gas emissions, and by planning environmentally friendly improvements to the city's transportation system. In 2015, the City of Cambridge enacted the [Getting to Net Zero Action Plan](#) to put Cambridge buildings on the path to net zero GHG emissions by 2040 through a combination of energy efficient design and operation and renewable energy supply for new and existing buildings. Building are particularly important to addressing climate change because they contribute 80% of Cambridge's GHG emissions.

Position Responsibilities

The Net Zero Initiative Intern will assist staff with implementation of the Getting to Net Zero Action Plan by enabling energy efficiency and renewable energy in Cambridge buildings. Duties will focus on research of energy efficiency and renewable energy policies and programs related to Net Zero Action Plan goals, collection and analysis of data related to the achievement of these goals, and communication of program activities and results. The ability to independently find, analyze, and draw conclusions from data is central to this position. Tasks include, but are not limited to:

Research:

- Net zero emissions and energy terms, programs, and best practices
- Building energy efficiency and renewable energy technologies
- Building energy codes, standards, zoning, and related regulations

Data Collection and Analysis

- Building energy data from the Cambridge Building Energy Use Disclosure Ordinance
- Building energy consumption and emissions from the Cambridge Community GHG Inventory
- Building characteristics from the Cambridge Property Database
- Energy efficiency pilot program activities and impacts
- Energy consumption, supply, and emissions related to the Low Carbon Energy Supply Strategy and Net Zero GHG Model

Communications

- Summarize research through memos and contribute to the Net Zero Action Plan Annual Report
- Pursue public engagement and education through print, web, and social media channels
- Assist with stakeholder engagement and coordination of outreach events

Additional projects may be identified based on the applicant's skills and interests, and the Division's needs.

Qualifications:

The successful candidate will be able to demonstrate the following:

- BA/BS in a related field of study or 1 to 3 years work experience in energy and/or data collection and analysis;
- Basic understanding of energy efficiency and renewable energy technologies in the context of building systems preferred
- Fluency in the use of Microsoft Excel to conduct data analysis and organize information
- Demonstrated research ability
- Strong writing skills and comfort with public communications
- Ability to remain flexible and thrive in an independent, fast paced and dynamic environment
- Genuine interest in the energy and climate field

Start Date: September 2018 (exact date negotiable)

End Date: May 2019, with potential to extend

Hours: Part-time (10-19.5 hours per week)

Compensation: \$15.26/hour

Contact:

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To Apply: Submit a cover letter and resume to Seth Federspiel at sfederspiel@cambridgema.gov. Position open until filled (applications preferred by 9/17/18)

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