2016 Clean Energy Industry Internship Program

Co-sponsored by UVM’s Clean Energy Fund and Internship Host Organizations

Host Site: Energy Action Network (EAN)

EAN is an active membership network of leading policymakers, businesses, nonprofits, and academics working to transform Vermont’s energy economy into one that meets 90% of our 2050 energy needs through increased energy efficiency and renewable energy. To achieve this, we focus on 4 leverage points:

• Policies and Regulatory Reform
• Capital Mobilization
• Technology Innovation
• Public Engagement

Contact Information: Linda McGinnis, Network Program Director
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Internship Details: Internship Title: Community Energy Dashboard Internship

Project Description: Within the Technology Innovation and Public Engagement Work Groups, EAN has developed a powerful online tool – The Community Energy Dashboard - to help every community in Vermont understand energy at the local level, across all energy sectors: efficiency, electricity, heat and transportation. It provides a set of concrete instruments to help communities take action – to set and achieve goals, to inform, track, map, educate and engage municipalities, businesses, individuals, schools and others in the collective action needed to reach our state’s ambitious goals.

A key function of the Dashboard is to provide a platform to share stories of successful energy transformation at the local level. Current behavioral science indicates that individuals, businesses and institutions are more likely to join the energy transformation if they hear about it from a trusted source: their neighbors. The Dashboard provides a user-friendly interface to both pre-load and crowd source these stories.

Job Description: EAN is seeking an intern to help generate, organize and develop stories about successful local actions in moving toward a fossil free future with a specific focus on the six pilot communities that will be testing the Dashboard (Burlington, Waterbury, Montpelier, Middlebury, South Burlington, and Thetford). The intern will:

• Utilize and improve the existing template for stories, including developing helpful guidelines
• Research existing stories among our partners (e.g. Vermont Energy and Climate Action Network (VECAN); Efficiency Vermont (EVT); Green Mountain Power (GMP); Farm to Plate

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Network; New England Grass Roots Fund (NEGEF); Vital Communities, and others to pre-load stories

- Generate new stories through interviews, visits, working with local energy committees and any other methods that prove successful. Stories are meant to be 1-2 pages with 1-2 photographs.
- Ensure that we have a good balance of stories across energy sectors (efficiency, heat, transportation, and electricity) and types of people/institutions (homeowners, businesses, low income groups, religious institutions, farmers, schools, retirees, etc)
- Assist in organizing the stories internally to ensure an ability to search by type, and uploading the stories to the website.
- Provide guidance to energy committees who want to generate their own stories, and feedback to EAN staff on challenges and suggested improvements
- Assist in other aspects of improving the Dashboard as necessary

Special Projects not described above?
It is possible that other special projects may emerge as we launch the Dashboard. Once example would be to provide guidance to communities on how to input ‘Actions’ into the Action tool on the Dashboard, or how to access and customize data for the Timeline.

These would be discussed with the intern in advance to ensure that it fits in their desired work program.

Desired Qualifications for Interns:

Technical and Other Skills:
- Excellent writing skills (preferably in a journalistic style)
- Strong communications skills (verbal and written)
- Ability to translate technical details into easily understood concepts and messages
- Ability to carry out interviews effectively
- Ability to create, input and work with online data and communications
- Basic photographic skills

Knowledge/Experience Needed; Possible Major(s)
- Basic understanding of renewable energy sector and policies
- Ability to translate technical details into easily understood concepts and messages

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**Interests and personal/work qualities:**
- Lots of energy and positive attitude
- Ability to work independently, while seeking advice when needed
- Ability to produce professional work
- Creative mindset regarding how to motivate and communicate

**Timeframe for Summer Internship:**
- **Start Date:** As early in the summer as possible (May 2016?)
- **End Date:** As late in the summer as possible (Sept 2016?)
- **Hours per Week:** 15-20 (negotiable)

**Application Materials Requested:**
- Cover letter, Resume, Writing sample (1-2 pages)

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