Rubenstein School of Environment and Natural Resources

University of Vermont

Perennial Summer Internship Program - 2018

Internship Title: Zero Waste Internship

Internship Site: Star Island, Isles of Shoals, NH

This is a residential position on Star Island. Star Island is part of the Isles of Shoals, a small group of islands just off the coast of Maine and New Hampshire. The island is home to a seasonal conference center serving nearly 300 guests a week and operated by just over 100 staff members. Star Island is a great place to be a part of a dynamic community, experience island living, and enjoy a unique natural environment.

Sustainability on Star Island

The Green Gosport Initiative (GGI) is Star Island’s sustainability program. The GGI focuses on supporting the concepts of reduce, reuse, recycle across the island, but also describes the general approach to island energy, water, food, and waste systems. For information about Star Island see http://starisland.org/. For more information about Star Island sustainability see http://starisland.org/island/green/.

Description:

The Zero-Waste Intern will work to promote the culture of reduce, reuse, recycle on-island and throughout the broader Star Island community. This will be accomplished through:

- Standardizing waste infrastructure and signage across the island.
- Researching waste management facts, practices, and programs that could be implemented on Star.
- Identifying opportunities to minimize waste and move towards a zero waste island.
- Identifying methods to quantify and track island waste streams.
- Participating, as a member of the environmental services team, in weekly team meetings, general day-to-day tasks, sustainable system tours, and environmental education programs.

*This is not a comprehensive list, and other projects or duties may be assigned as needed.*

Desired qualifications/skills/coursework:

Student pursuing degree in environmental studies, sciences, or related field; Proven communication skills and ability to speak publicly in group settings; Ability to both work independently with limited supervision and work collaboratively in group settings; Safe, cooperative, respectful individuals who will thrive in the close working and living quarters of Star Island’s remote setting.

*Rubenstein students currently in their sophomore and junior years are eligible to apply. Earning internship credit through the Rubenstein Internship Program is required.*
Supervision: Star Island’s Environmental Services Manager and Sustainability, Garden, and Compost Coordinator

Start and End Dates: Mid-May – Mid-August, 2018 (exact start/end dates are negotiable)

Total Hours: 36-44 hours/week, 12 weeks

Compensation: $3,000 for 12-week period. Room and board is provided, including all meals, and dormitory-style accommodations in staff quarters.

*Rubenstein students who will have completed their sophomore or junior year by May 2018 are eligible to apply. Rubenstein students can apply for up to 3 Perennial Internships. Earning internship credit through the Rubenstein Internship Program will be required.*

How to apply

1. Click the following link to view the Rubenstein Perennial Internships in Handshake (https://uvm.joinhandshake.com/employers/226837)
   a. Make sure that you’re using the UVM Net ID Login button.
   b. If you have not logged into Handshake before, you will be prompted to complete your profile before viewing the Rubenstein Perennial Internships

2. Click the Favorite button to enable easier searches in the future

3. Click “View All Jobs” in Jobs at Rubenstein Perennial Internship Program box on right side of page

4. You should see 34 great internship opportunities! Click “View Details” to learn more about each position.
   a. Please do take the time to read through each individual description so that you don’t miss a great opportunity by judging an internship solely on its title.
   b. You may apply for up to three Perennial Internships
   c. All applications are due by midnight, Wednesday, January 31st, 2018

5. You’ll need to upload all required documents in Handshake in order to apply for any Perennial Internship:
   a. Click on your name at top right of screen in Handshake
   b. Select Documents

6. Please upload documents as pdfs whenever possible. The following are required documents:
   i. Resume
   ii. Cover Letter - You should write & upload unique cover letters for each position to which you’re applying.
iii. Transcript - Login to your my uvm portal, click on the Registrar link, click Request Official Transcript by email, once received save it as a pdf and upload

iv. Other Required Documents - Reference(s) & Position Ranking - in one document, please include & upload:

   1. Reference(s) – Provide name & contact information for at least one professional reference. This could be someone who supervised you in a past work/internship/volunteer position, a professor or teacher,

   2. Position Ranking - If you are applying for more than one Perennial Internship, provide a list of the positions in rank order.

7. In addition to the documents you’ll submit, a **recommendation form** needs to be completed by a Rubenstein faculty, graduate student or staff member of your choosing. Please provide your recommender this [link to the recommendation form](#) when you ask if they are willing to complete the form to support your application.

   a. Only one recommendation form needs to be completed regardless of how many Perennial Internships you’re applying for. This **recommendation form** needs to be completed by the January 31st deadline.

   b. Your recommender will complete & submit this form online and then your recommendation will be confidentially added to your application(s).

8. Make sure that your resume and cover letter(s) are as strong as they can be! Utilize the resources around you:

   a. The Rubenstein Stewards are great at reviewing resumes/cover letters and providing helpful feedback – stop by Aiken 219 and be sure check out their [office hours](#).

   b. Stop by Anna Smiles-Becker’s (Rubenstein Career Counselor & Internship Coordinator) office (Aiken 220G) to sign up for a resume/cover letter review appointment.

   c. Visit the [The Hub](#), 1st Floor Davis Center Mondays-Thursdays 10am-5pm, Fridays 10am-3pm.

9. A team of Rubenstein faculty and staff will be reviewing all submitted applications and forwarding materials onto each Perennial site. If you are selected to interview for a Perennial Internship, you will be contacted by the site to set up an interview during early-mid March.