



Announcing an internship opportunity with the City of Flagstaff Sustainability Office

The City of Flagstaff Sustainability Office is seeking a part-time **Climate Resilience and Communications Intern** for Summer 2022.

The intern will support the Office in two ways:

1. Incorporating community resilience messaging and considerations into its climate policy and programming.
2. Communicating climate information through its website and social media. This work will include building visualizations of greenhouse gas emissions, editing reports, creating website content, and improving how we communicate online.

This intern will support various members of the Climate Team in creating communication materials, incorporating resilience analysis into current work, and developing equity and resilience programming.

The following activities are examples of the potential work program. Tasks may include, but will not be limited to:

- The intern may develop website content that incorporates resilience, equity and mitigation principles and programming.
- The intern may conduct independent research into best practices among peer cities and other municipalities, summarizing research and presenting recommendations to staff.
- The intern may analyze current programming and plans for how they will address and implement resilience and equity principles, and identify implementation gaps.
- The intern may analyze current data available to understand disparate impacts, climate vulnerabilities, and community needs.
- The intern may develop recommendations for how the Sustainability Section can better incorporate resilience and equity principles into its planning, programming and outreach.
- The intern may develop a social media campaign on climate equity and resilience.
- The intern may work with City staff, climate experts and other resources to review and analyze current data available to understand disparate impacts and climate vulnerabilities in Flagstaff. Analyze currently available data on community needs, community demographics, and land use practices. Develop recommendations for additional data collection, as necessary.

-

The purpose of this internship is to provide an opportunity for a motivated student to gain experience working in a professional sustainability office on climate resilience, equity and communications. The Sustainability Section will support the student in conducting relevant research, analyzing and understanding current programs, and independently managing projects. This internship is an unpaid internship, completed for academic credit through Northern Arizona University or Coconino Community College.

Please note, this internship will be conducted in a hybrid model of virtual and in-person work, with some flexibility.

Qualifications:

This internship involves mostly independent work, with weekly meetings with the internship supervisor. Accordingly, the intern must be a self-starter, able to successfully work independently on projects. The intern must possess experience with research, project management, and independent analysis. The intern should have either background in climate or resilience studies, and basic communication design, or the ability to quickly familiarize themselves with these fields. The intern must possess excellent written and oral communication skills. An ideal candidate will be a motivated individual interested in advancing public policy, community planning or communications, with regards to climate action and community equity.

Requirements:

The internship is 15 to 20 hours per week and will start as soon as possible or the beginning of June through mid-August. Internship timing is flexible.

How to Apply:

Please submit a resume and cover letter through [NAU's Handshake site](#). For students from CCC and other universities, please email a resume and cover letter to JNiemann@flagstaffaz.gov. The application deadline is 11:59pm on Sunday, April 17th, 2021, though applications may be reviewed on a rolling basis, so applicants are encouraged to apply early. Please contact Jenny Niemann if you have any questions at JNiemann@flagstaffaz.gov.