

City of Bellingham

Practicum: Climate Action Research Assistant

Salary: \$13.69 per hour, 24 hours/week for 10 weeks (*paid by the Office of Sustainability*)

Supervisors: *Seth Vidaña, Climate and Energy Manager; Clare Fogelsong, Environmental policy Manager (backup while Climate and Energy Manager is on leave)*

Period of Employment: June 21, 2021 – August 27, 2021

Overview

The Natural Resources Division within Public Works is responsible for several programs, including Lake Whatcom water quality, climate protection, environmental education, habitat restoration, stormwater management, water conservation, and other programs. The Climate Action Research Assistant will report to the Climate and Energy Manager and will be responsible for assisting with research associated with the City of Bellingham's Climate Protection Action Plan (CAP) or with future climate adaptation efforts. The CAP is the City's guiding document regarding carbon emissions reductions and seeks to reduce community emissions by 85% by the year 2050 in six areas: Transportation, Renewable Energy, Green Building, Waste Reduction, Land Use, and Energy Efficiency and Conservation.

Responsibilities

This position will be responsible for conducting research and compiling reports for one or more climate initiatives currently under consideration or currently being implemented by the City of Bellingham. This will primarily include collecting information on progress with climate initiatives in other cities through internet research, email correspondence, and phone interviews. It may also include collecting information from organizations and residents within the City. Information will be organized into one or more formats including reports, spreadsheets, and slides for use by the Climate and Energy Manager.

Required Qualifications and Experience

The Climate Action Research Assistant should exhibit the following qualities prior to an internship with the City of Bellingham:

- Ability to treat all members of the Bellingham community with respect and tact
- Ability to adapt to changing objectives and integration of new information
- Desire to make a difference in the area of climate mitigation, adaptation, and climate justice

The Climate Action Research Assistant should have experiences in these areas prior to an internship with the City of Bellingham:

- Leading meetings both in-person and via Zoom
- Creating professional email communications
- Conducting online research
- Compiling information succinctly into several formats such as reports, spreadsheets, and slides
- Understanding of the basic concepts of climate mitigation, adaptation, and climate justice

Educational/Professional Benefits

The Climate Action Research Assistant will receive these educational and professional benefits:

- Introduction to climate action research and planning
- Introduction to City government functions