



Summer 2018 Sustainable CT Fellowship Program

Description

- The Sustainable CT Fellowship Program will place highly qualified fellows at Councils of Governments (COGS) to assist with the uptake and implementation of [Sustainable CT](#).
- Fellows will work to assist cities and towns working within one of the nine COGs that serve as Connecticut's regional planning organizations. Fellows will assist the municipalities within the COG territory, as well as assist with COG projects that align with Sustainable CT goals. For more information on COG locations see: <http://www.ct.gov/opm/cwp/view.asp?q=383046>.
- Fellows will gain valuable experience working within a professional setting and will be directly engaged with cutting-edge sustainability initiatives, local government operations, and regional coordination and operation.

How to apply

Requirements

Students must be enrolled in a four-year degree program or be seeking an advanced degree. Students must be either enrolled in a Connecticut college or university or a permanent resident of the state. Students must have maintained a GPA of 3.0 or above and be registered to take classes in the fall of 2018. Students of all majors will be considered.

Technical Skills

Candidates must demonstrate strong written and oral communication skills, and be familiar with Microsoft Office applications.

If you have any questions about your application please call Jessica LeClair at 860-465-0258, or email leclairj@easternct.edu at the Institute for Sustainable Energy at Eastern Connecticut State University (ISE).

Application

To apply please send the following documents to leclairj@easternct.edu:

- Cover letter
- Resume
- Names and contact information for 3 references
- Writing sample (no more than 3 pages/1500 words)

- Copy of unofficial transcript
- List of top two COG locations, noting first and second preference

Timeline

- Applications must be received by February 23, 2018, 5PM EST.
- Applicants will be notified by April 1, 2018.

Fellowship Job Duties

Potential Sustainable CT Fellow duties:

- Research sustainability initiatives in Connecticut municipalities
- Assist with writing municipal assessments that can be used as program recruitment tools
- Identify opportunities for multi-town collaboration between Sustainable CT municipalities
- Assist municipal staff and leaders in documenting sustainability initiatives for Sustainable CT certification
- Research implementation strategies for towns pursuing different actions
- Maintain the online Sustainable CT presence of a municipality
- Assist with COG projects that align with Sustainable CT objectives
- Produce an end of internship report that documents successes and areas for improvement
- Other, as directed and mutually agreed to by the COG and ISE

Other Important Information

Duration

- The fellowship program will run approximately 10-weeks, between June 1 and September 1, 2018.
- The 10-week period does not have to be consecutive, and start/end dates will be determined by the COG.

Work Location

- Fellows will work at participating COG office locations. All attempts will be made to place interns at their preferred COG location.
- A list of CT COG locations can be found here:
<http://www.ct.gov/opm/cwp/view.asp?q=383046>

Pay

- This is a paid fellowship (\$13.50 per hour)
- Fellows will work up to 40 hours per week

Transportation

- Transportation to your work locations will not be provided.