



U.S. Green Building Council Texas Chapter Fall 2021 Internship Opportunity – Advocacy

A great internship opportunity is available for a smart, responsible, self-motivated student to work for the U.S. Green Building Council (USGBC) Texas Chapter. A mission-driven nonprofit, the chapter is dedicated to accelerating adoption of green building and sustainable land development policies and practices in Texas through advocacy, education, outreach and partnerships. Its goal is to enable an environmentally and socially responsible, healthy and prosperous environment that assures quality of life for all Texans.

Title: USGBC Texas Advocacy Intern (Unpaid)

Hours: 15-20 hours per week

Location: San Antonio or Austin (currently working remotely/online only)

Job description:

Work with the Executive Director and USGBC Texas Advocacy Committee on all aspects of the Chapter's ongoing advocacy work, including a wide range of actions on state policy issues, climate change initiatives, and Green Schools programs.

Work responsibilities will include:

- Coordination of State Advocacy Committee Meetings including developing meeting agendas and note-taking
- Contacting staff of state government officials for appointments as required and preparing papers for the meetings
- Providing support to Green Schools initiatives such as the Green Schools Caucus, including analysis of legislative language from the state legislature
- Coordination and collaboration with like-minded mission-driven organizations
- Collecting and analyzing available research from USGBC National and other sources that may be applicable in Texas
- Developing contact lists for targeted outreach within the local and regional communities
- Helping refine the Two-Year Strategic Plan for Statewide Advocacy Committee and handbook for reference by Chapter's leadership and advocates
- Assisting with related events (State Advocacy Day, Green Apple Day of Service, education luncheons, etc.).

Position requirements:

- Ideally studying sustainability, public affairs, government affairs or corporate communications
- Must be computer and internet savvy; proficiency in Microsoft Office, Google docs and publishing software a plus
- Prepared to do both innovative and everyday work
- Have or be willing to learn the ability to make contacts and follow up proactively
- Detail oriented, well organized self-starter with good writing skills
- Willing to commit to working hard and, once committed, being reliable
- Knowledge of or passion for sustainability, sustainable development, green building, environmental issues or energy conservation a plus.

Benefits:

- Course credits available if applied through your university or college internship program
- Hours flexible to suit school schedules
- Opportunity to learn more about the inner workings of our local and state governments and the business of politics
- Chance to work with experienced advocacy professionals at the local, state, and national levels
- Gaining an understanding of nonprofit management
- Opportunity to establish a local, regional, and statewide network of potential contacts and employers nationwide.

Application: If you're interested, send an email with subject title: USGBC TEXAS CHAPTER FALL 2021 ADVOCACY INTERN, and your resume to Jonathan Kraatz, Executive Director at jonathan@usgbctexas.org, cc: intern supervisor Jane Baxter Lynn at jbl@jblstrategies.com. Your message should explain: Who you are, why you qualify for the role, why you're interested, and what you'd like to gain from interning with USGBC Texas.

Don't miss this great opportunity to be at the forefront of the mainstream green building movement!