



## SENIOR EXPERIENCE INTERSHIP

Energy Efficiency & Clean Heating and Cooling Campaign

**Dept:** EnergySmart Homes

**Hours:** Determined by the participating school's requirements

**Location(s):** Due to COVID-19, the senior internship will be mostly virtual, with optional in-person work.

### The Organization

**Sustainable Westchester** is a nonprofit membership organization of Westchester County local Governments that facilitates effective collaboration on sustainability issues. The organization brings socially responsible, environmentally sound, and economically viable solutions that create healthy, resilient and sustainable communities.

### The Senior Experience Internship

Sustainable Westchester aims to educate and train the next generation of environmental advocates in Westchester County. Sustainable Westchester seeks to work with Seniors who have the skills, passion, intelligence and maturity to take on significant responsibility. Our high school senior interns take an active role leading on climate, building safe and healthy communities. Throughout the duration of the internship, SW interns can expect to work with elected officials, municipal leaders, community members, subject matter experts and consultants to gain a one-of-a-kind experience.

This position reports to the Residential Program Director and will assist with the EnergySmart Homes, aimed at transitioning Westchester residents toward fossil fuel free, clean heating and cooling and energy efficiency upgrades to reduce carbon emissions and help residents save money, energy and live more comfortably. This work is so important in accelerating the decarbonization of our energy system because in 2019, the building sector was the largest source of GHG emissions, responsible for 32% of emissions in New York State.

Successful candidates will be excellent communicators, have a strong interest in environmental movement and will work with the team on across program areas, such as communications, administration, research. This position supports SW's goal of reducing the energy burden and addressing emission reduction through energy efficiency.

A sample of responsibilities:

- **Community Outreach:** Represent EnergySmart Homes at local community events/online webinars, engage community members in conversation and provide program information and help on virtual webinars
- **Case Studies:** Collect homeowner utility information and energy upgrade details to write, photograph and assemble case studies.
- **Homeowner Assistance:** Participate in contacting homeowners via phone and email, monitor progress, create newsletters and meet reporting requirements
- **Data Analysis:** Perform database updates and assessments, interact with stakeholders to collect lead information and organize follow-up
- **Graphic Design and Video Editing:** Optional assignments focused on content creation
- **Self-Directed Project:** Have a skill you want to improve or build upon? Past interns have designed their own responsibilities and tasks based on their interests and skills.

**Eligibility:** Students participating in their high school senior experience program

### Qualifications & Skills:

- Must be highly organized
- A self-starter with a high energy level and a strong work ethic
- A person of sound judgment who is innovative and strategic in their thinking

**To Apply:** Interested parties should submit their resume and cover letter by email to Lauren at [Lauren@SustainableWestchester.org](mailto:Lauren@SustainableWestchester.org). For questions, please call Lauren at (914) 242-4725 x122

**Location:** The office is located at 40 Green Street, Mt. Kisco, NY 10549 and is within walking distance from the Mount Kisco Train Station, located on the Harlem Line of Metro North.

# Meet Former Sustainable Westchester EnergySmart Homes Interns



Lily Carey

College: Northwestern University '25

High School: John Jay High School '21

*(Pictured on right, with the Spring 2021 High School Intern cohort)*

“My time as an intern at Sustainable Westchester was a really valuable experience that allowed the interns the flexibility to explore their own interests. I mainly worked on interviewing and profiling homeowners who had made energy upgrades to their homes and created case studies about their experiences. There were many different aspects of the case study project and all of the interns were able to work on a different

aspect of it that suited their interests and abilities the best. I was able to dive right in with interviewing, writing profiles, homeowner outreach, and even newsletter design, all of which prepared me really well to study journalism in college. I also learned a lot about the renewable energy industry in a very short amount of time. I feel confident that all of the skills I picked up at SW will definitely serve me well in the future.”



Amy Liang

Summer and Fall 2021 Internship

Binghamton University, '21

“My time at Sustainable Westchester has been filled with interesting projects and working with an amazing team. As a clean energy associate, my role mainly focuses on supporting community campaigns, residential and municipal engagement, and researching potential collaborations and project funds. To support community campaigns, I help organize events and outreach initiatives that connect Westchester residents with resources to promote energy efficient solutions in their homes. I also support developing marketing materials and homeowner testimonials to help

families better understand the benefits of home energy efficiency. The staff at Sustainable Westchester are sustainability experts and their leadership in clean energy has made my experience working here so rewarding!”



Humza Mumtaz

Winter 2020-2021 Internship

King's College London, '20

“As an intern for Sustainable Westchester, I had the opportunity to get involved in many different jobs which I loved. Some days, I would be speaking to homeowners about clean energy technology and some days, I would be creating videos and content for our website. I liked how I gained exposure to sales and was able to shape the role myself and offer input on many decisions. It was great to be able to work with amazing people and know that the work I was doing was having a direct positive impact on the environment and my community. Even though the internship was largely remote due

to the pandemic, I was still able to get out to events like the local farmer's market, taking photos at a client's (resident) home, and marketing Sustainable Westchester events around town. Moving forward, I find myself using a lot of the skills I picked up at SW. Not only was the work great, the people were also fantastic, and I got a ton of exposure to amazing environmental resources and webinars which I learned a lot from. Overall, the internship was a really well-rounded experience, and I am definitely glad I had the opportunity.”