

Climate Policy Intern (seasonal)

Exam type: Non-Competitive (no exam required)

Department: Erie County Department of Environment & Planning

Location: 95 Franklin Street, Buffalo Description:

ERIE COUNTY DEPARTMENT OF ENVIRONMENT AND PLANNING

Climate Policy Intern

\$18.212 per hour up to 40 hours per week

The Erie County Department of Environment and Planning is actively seeking a Climate Policy Intern for our downtown Buffalo office. The internship is expected to last the equivalent of 19 full time equivalent weeks (760 hours) starting in August. The internship will start in September. When school is not in session, Intern may work up to 40 hours a week. While taking classes, hours are limited to 19 per week. Salary is \$18.212 per hour.

Work will be focused on conducting a review of economic development policies as they relate to clean energy and climate change. The review will analyze existing regulations, benchmark against other communities, highlight the gaps, and make recommendations for adjustments that can be made to mitigate the impacts of climate change and encourage the adoption of clean energy. We strongly encourage people from underrepresented groups to apply.

The Intern will work closely with the County staff to perform tasks related to climate and clean energy policy review including:

- Working as a team member on projects under direct supervision and mentorship
- Working with the Erie County Industrial Development Agency, County Executive's office, and other economic development partners
- Working independently on projects
- Researching policies
- Developing summaries of findings
- Making recommendations
- Assisting with data organization and analysis
- Drafting reports, checklists, or other resources
- Assisting with meetings and presentations to the ECIDA and other entities

MINIMUM QUALIFICATIONS:

- A) Recently graduated from or currently enrolled in good academic standing in Law School, a Masters' Degree program in Urban Planning, Sustainability, or related field at a regionally accredited or New York State registered college or university.
- B) Two (2) years of experience with policy concepts in course labs or projects. Experience with policy courses, projects, practicums, or internships are a plus.

- C) Must be proficient with the operation of a Windows-based personal computer and have a basic familiarity of Microsoft Office including Word and Excel.
- D) Must effectively communicate orally and in writing.

To apply for this position please email cleanenergyintern@erie.gov for application instructions by August 15, 2024 with the subject line "Climate Policy Intern Application for [INSERT NAME]".

Erie County is an Equal Opportunity Employer.