

Sustainability Coordinator, Campus Sustainability

The [Environmental Sustainability Research Centre \(ESRC\)](#) is a transformative and creative transdisciplinary community dedicated to research and education advancing environmental sustainability locally and globally. Brock University is uniquely located on the Niagara Escarpment, which was formally and internationally recognized in 1990 with the designation of the Niagara Escarpment Biosphere Reserve (UNESCO).

The ESRC and Facilities Management at Brock have identified a shared interest in collaborating on projects of mutual benefit with a focus on environmental sustainability at Brock University. For the past five years, the entities worked in partnership on this exciting initiative, which has established an initial bridge between the operating and academic constituents concerned with [Sustainability at Brock](#).

Tasks & Responsibilities:

This position will support the Facilities Management staff and the Environmental Sustainability Research Centre (ESRC) in advancing several sustainability initiatives and efforts on campus. The Sustainability Intern will work closely with staff and faculty daily. Data collection efforts and documentation may require spending some time outdoors and in mechanical spaces, but most work will be occurring in an office environment. Specific tasks include: leading the update of the Environmental Sustainability Plan for Brock University, developing content and managing social media, and planning events and creating materials for sustainability awareness. Other tasks this position could include are: research on environmental or sustainability topics (e.g., new or upcoming programs or regulations), challenges/competitions, energy dashboarding, LEED(R) certifications, and program development.

Qualifications:

- Preferred candidates will be working towards a degree (Masters and/or entering the final year of an undergraduate degree) in environmental sustainability, environmental studies, environmental engineering, business (with focus on the environment) and/or applicable area of study;
- Strong communication, organizational and problem solving skills;
- Ability to exercise sound judgment, prioritize and stay organized;
- Ability to critically think and be creative;
- Ability to work both collaboratively, as well as being self-directed and proactive;
- Analytical and mathematical skills are an asset;
- Experience working in a fast-paced environment with multiple competing priorities;
- Experience interacting with people from diverse educational backgrounds (e.g. social sciences, engineering, science);
- Experience in sustainability reporting (e.g., AASHE STARS, THE Impact Rankings) is an asset;
- Proven understanding of environmental sustainability, with a focus on

post- secondary sustainability is an asset.

Job Type: Full Time, Temporary.

Employment Period: A period of up to 16 weeks. Exact start date TBD (May to August 2023).

Availability: 35 hours/per week, regular business hours are Monday-Friday 8:30-4:30 and will most likely be a hybrid position with a minimum of 3 days on site, 2 days work from home (working both in-person at the St. Catharines campus and online).

Salary Range: \$15.35 to \$21.35/per hour

To apply for this role, please note eligibility requirements below and submit a cover letter and resume via email to sustainability@brocku.ca by February 1 at 4:30pm EST.

Our Commitment

Brock University is actively committed to diversity and the principles of Employment Equity and invites applications from all qualified candidates. Women, Indigenous peoples, members of visible minorities, and people with disabilities are encouraged to apply. We will accommodate the needs of the applicants and the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act (AODA) throughout all stages of the selection process, as outlined in the Employee Accommodation Policy (<https://brocku.ca/policies/wp-content/uploads/sites/94/Employee-Accommodation-Policy.pdf>).

We appreciate all applications received; however, we will contact only those candidates selected for an interview.

Please note:

- *Brock may be applying for grants of other external funding related to this position. The eligibility requirements outlined below reflect the program's requisites;*
- *This position is dependent upon funding approval;*
- *Brock University recently paused its COVID-19 vaccination and mask requirement although masks are still required in instructional spaces. This decision is subject to change on short notice should the public health situation require it. If the University once again requires all employees working on campus and/or in-person with other employees, students, or members of the public to provide proof that they are fully vaccinated against COVID-19, you will be required to submit proof of vaccination. Those who meet specific and limited medical or human rights accommodation criteria may be required to participate in rapid antigen testing and enhanced screening protocols.*

Eligibility requirements include:

- Youth be between 15 and 30 years of age at the start of the employment;
- Must be a Canadian citizen, permanent resident, or person to whom refugee protection has been conferred under the *Immigration and Refugee Protection Act* for the duration of the employment; and,
- Must have a valid Social Insurance Number at the start of employment and be legally entitled to work in Canada in accordance with relevant provincial or territorial legislation and regulation.