

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. The entities have established a vibrant cooperative partnership with an initial five-year program of operations. The exciting initiative importantly establishes an initial bridge between the operating and academic constituents concerned with [Sustainability at Brock](#).

Tasks & Responsibilities:

This position will support the Charter Agreement between 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 on a daily basis. Data collection efforts and documentation will require spending some time outdoors and in mechanical spaces, but most work will be occurring in an office environment. Specific tasks include: ASHEE's STARS assessment for Brock University, Develop content and manage social media, and plan events and create materials for sustainability awareness.

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 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) 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.

Availability: 35 hours/per week, regular business hours are Monday-Friday 8:30-4:30.

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

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.

To apply for this role, please submit a cover letter and resume via email to sustainability@brocku.ca.

*Please note: This position is dependent upon funding approval. **

*Position may be contingent on funding. 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