



CITY OF HUNTINGTON

Mayor's Office

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McKinney Midwest Climate Project 2022 McKinney Climate Action Planning Fellow – City of Huntington

Who We Are

The City of Huntington's future growth will be guided by a dedication to sustainability and preservation. The long-term health of the community will be quantified by the wellbeing of residents and visitors to the City, the vitality of the economy and the healthiness of the environment.

The McKinney Climate Fellow will assist in taking the city's plan for sustainability and preservation to the next level of engagement and specificity by providing quantifiable data and identifying and prioritizing actionable environmental stewardship and resilience initiatives.

Position Summary

The McKinney Climate Fellow will be placed within the Mayor's office at the City of Huntington which is a participant in the Indiana University Environmental Resilience Institute's [Resilience Cohort](#). The successful candidate will receive on-the-job training from ICLEI-Local Governments for Sustainability on how to analyze the results of a greenhouse gas emissions inventory using ClearPath (a cloud-based inventory software), develop strategies to reduce emissions, and coordinate a climate action planning process. The intern will also develop technical and project management skills beneficial to a career in local government, climate science, policy, environmental management, and related fields.

The Climate Fellow will be responsible for analyzing previously gained data to take the lead on developing a climate action plan. This plan should aim to reduce emissions and energy consumption by the City government and within the municipality.

Duties will include:

- Engage with community members and stakeholders to receive input and feedback
- Promote opportunities for the public to engage with plan development
- Collaborate with the city departments and the volunteer Mayor's Advisory Council on Environmental Stewardship to establish priorities and initiatives to educate and engage the larger community in environmental stewardship
- Communicate with government agencies, industries, and local government officials to develop actionable emissions reduction goals
- Utilize Microsoft Excel and ClearPath to execute moderately complex data analysis
- Synthesize inventory analysis into actionable policy and program recommendations
- Assist in drafting a climate action plan
- Participate in regular Resilience Cohort webinars and conference calls
- Attend the Climate Fellows virtual bootcamp training, hosted by the Environmental Resilience Institute, May 16-20, 2022
- Attend weekly (virtual) "Lunch and Learn" sessions
- Submit weekly reports on Canvas over the course of the fellowship

Skills & Qualifications

- Assertive - able to work and communicate confidently with multiple departments to gather and disseminate information.
- Analytical - able to synthesize and prioritize information into actionable items.
- Organized - able to prioritize and manage multiple ongoing tasks.
- Experience working with Microsoft Office products.
- Self-starter – should be able to work independently and take initiative

Compensation

Compensation will be in the form of a scholarship through the Environmental Resilience Institute. The Fellow will work full time for 10 weeks, between May and August 2022.

Feedback and Evaluation

The Fellow will be given regular feedback from staff on progress and performance. Success in the fellowship will be determined by the completion of specified projects in a professional and timely manner. The Fellow should learn how a city identifies its sustainability priorities, effective principles of communication, and how to develop and maintain professional relationships.

Diversity, Equity, and Inclusion

The McKinney Climate Fellows Program supports the continual advancement and development of diverse, inclusive, and equitable spaces. Indiana climate change solutions should be equitable in implementation, and projects with equity considerations are encouraged to reduce climate change impacts on marginalized communities in the state.

Application Instructions

To apply for this position, complete an application on the Sustain IU website. If you have questions about the program or any of the positions available, email Danni Schaust, MCF Program Manager, at danmcphe@iu.edu. Applications will be accepted on a rolling basis (first come, first serve).