

# HILLENBRAND

## CLIMATE FELLOW JOB DESCRIPTION

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### Position Summary:

The Hillenbrand **Climate Fellow** will assist with the execution of our materiality assessment gaps analysis and other Corporate Social Responsibility (CSR) programming, begin to help compile key analytics including in areas of waste management and energy use, and help communicate to both an internal and external audience to a message specific to the sustainability/CSR space. This role will help the Legal and Public Affairs depts. with the collection of sustainability-related data; validating that the data is complete, accurate and consistent using the guidelines set; identifying, developing and implementing process improvements; developing a climate change policy; and supporting other sustainability-related initiatives. This position is also responsible for supporting a culture of corporate responsibility through engagement and collaboration that align with Hillenbrand's strategy, goals, and objectives.

### Who we are:

Hillenbrand ([www.Hillenbrand.com](http://www.Hillenbrand.com)) is a global diversified industrial company with multiple leading brands that serve a wide variety of industries around the world. We pursue profitable growth and robust cash generation to drive increased value for our shareholders. Hillenbrand's portfolio is composed of two business segments: the Process Equipment Group and Batesville. The Process Equipment Group businesses design, develop, manufacture and service highly engineered industrial equipment around the world. Batesville is a recognized leader in the death care industry in North America. Hillenbrand is publicly traded on the NYSE under "HI."

### Essential Duties and Responsibilities include the following:

- Manages and monitors project schedules, works with vendors, and communicates clearly to ensure that expected results are delivered on time and within budget
- Gathers and analyzes key stakeholder insights
- Provides communications and organization support for sustainability related programs and projects
- Analyzes opportunities for increased transparency and thoroughness in reporting
- Seeks out innovative opportunities to promote the company through media, public affairs, community relations campaigns and charitable partnerships
- Write copy for website, blog, email marketing, brochures, ads, and other means of communication
- Tailor messages to a diverse international employee audience, including wired and non-wired employees, to increase awareness of key messages and business initiatives
- Other duties as assigned

### Supervisory Responsibilities:

This position is an entry-level role that does not have any supervisory responsibilities.

### Skills/Experience:

- Outstanding writing, editing, and presentation skills
- Basic knowledge of sustainability and CSR theories, practices and local, national and global initiatives
- Ability to articulate concepts both verbally and in written word
- Detailed oriented
- Excellent analytical capabilities and organizational skills
- Ability to take strategic plans and translate into actionable, tactical communication programs
- Highly-collaborative interpersonal skills: can work effectively in a team environment and maintain composure and quality of work while under deadline

- Entrepreneurial spirit & drive; a sense of humor helps too

**Education:**

Must be currently enrolled as an undergraduate or graduate student in an EHS, CSR, or Sustainability program.

**Travel:**

This position will be fully remote, with travel to our site at one point during the year.

**Physical Demands:**

To perform this job successfully, the physical demands listed are representative of those that must be met by an employee. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to sit, stand, walk, use hands to handle and feel, reach with hands and arms, talk and hear. The employee may occasionally be required to crouch. The employee may occasionally lift items as heavy as 25lbs. Specific vision abilities may include the employee's ability to see near and far distances.

**DISCLAIMER:** The above information on this job description has been designed to indicate the general nature and level of work performed by the employee within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities and qualifications required of any employee assigned to this job. Nothing in this job description restricts management's right to assign duties and responsibilities to this job at any time.

**What Sets Us Apart:**

**We Take Care of Our Associates:** We present on-site wellness services including a clinic offering free health care & prescriptions to plan members, the revolutionary Bod Pod Assessment & Weight Management Program, and Market C – a vending management kiosk offering fresh food and convenience items when you need to grab a quick bite on the go.\*

**We have Fun!** We work hard and when it's time to play hard, our workforce engagement team focuses on planning and promoting team events such as: our annual Associate Christmas & Children's Parties, Summer Picnic, March Madness & Putt-Putt tournaments, Cinco de Mayo, Super Bowl and many other fun activities.\*

**We Give Back:** In addition to planning associate events, our workforce is encouraged to volunteer through our One Campaign, which helps associations within the local community.\*

\*These services are not available at all locations.

At Hillenbrand we strive to build a diverse workforce through equal opportunity employment that embraces and leverages the differences each individual has to offer. Equal Employment Opportunity/ Affirmative Action Employer of minorities/females/disabled/veterans

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 this organization 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 Environmental Resilience Institute's website. If you have questions about the program or any of the positions available, email Danni Schaust, MCF Program Manager, at danmcphe@iu.edu, or Sarah Miller, MCF Project and Outreach Coordinator at sjm8@iu.edu. Applications will be accepted on a rolling basis (first come, first serve) until Monday, February 14, 2022.