



Lafayette Economic Development
515 Columbia Street
Lafayette, Indiana 47901-1412

McKinney Climate Fellows and Resilience Cohort Programs City of Lafayette, Indiana

2022 Climate Action Planning Intern – Job Description

Who We Are

The Greater Lafayette Climate Action Plan (GLCAP) is a regional plan initiative, started in 2020 and led by a joint leadership committee comprised of representatives from West Lafayette, Lafayette, and Tippecanoe County. Greeley & Hansen Engineering was jointly hired as consultants to assist in developing and writing the plan.

Vision Statement:

A climate-resilient community, a reduced carbon footprint, and an equitable quality of life for all within Greater Lafayette.

Mission:

To build a resilient Greater Lafayette by designing policies and implementing initiatives to reduce greenhouse gas emission and protect equitable quality of life for current and future generations.

Summary

City of Lafayette, in partnership with West Lafayette and Tippecanoe County governments, seeks a highly motivated student to assist with the development of a community-wide climate action plan in the summer of 2022. Completing a climate action plan will provide Lafayette, West Lafayette and Tippecanoe County with a strategy for reducing greenhouse gas emissions and adapting to climate change impacts.

The intern will work with a team made up with staff from Lafayette, West Lafayette, and Tippecanoe County 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.

About the three government entities involved in the GLCAP: Tippecanoe County is located in the west-central portion of the U.S. state of Indiana about 60 miles northwest of Indianapolis, and 22 miles east of the Illinois state line. As of the 2021, the population was 195,732. The county seat and largest city is Lafayette. West Lafayette, across the Wabash River from Lafayette is home to Purdue University.

Duties will include:

- Engage with community members and stakeholders to receive input and feedback
- Promote opportunities for the public to engage with plan development
- 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
- Assist with other sustainability projects as needed, depending on time and interest
- Participate in regular Resilience Cohort webinars and conference calls
- Attend the Climate Fellows virtual boot-camp 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

Qualifications

- Prior quantitative coursework or research experience, preferably in a discipline applied to sustainability such as environmental science, environmental management, engineering, chemistry, environmental economics, or a related field
- Experience manipulating data using spreadsheets
- Experience summarizing research in reports and presentations
- Ability to follow detailed and technical instructions
- Effective written communication, especially for a public audience
- Exemplary verbal communication, including speaking publicly
- Self-motivated, proactive, and flexible with careful attention to detail
- Ability to prioritize and manage multiple ongoing tasks
- Experience coordinating events
- Equity mindset and an understanding of diversity, equity, and inclusion in climate
- Enthusiastic about greenhouse gas management and climate planning

Preferred Skills

- Experience in evaluating the environmental impact of products, activities, and systems
- Experience creating professional reports

Compensation

Compensation will be in the form of a scholarship through the Environmental Resilience Institute. The Fellow will work full time for 10 weeks, beginning in late May, and ending mid-August.

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 Indiana Climate Fellows and Resilience Cohort Programs support 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 Process

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 Steve Chybowski, Resilience Cohort Coordinator, at schybows@iu.edu. Applications will be accepted on a rolling basis (first come, first serve) until Monday, February 14, 2022.