



2017-18 Climate Corps Fellowship Opportunities Alameda County General Services Agency

What is Climate Corps?

[Climate Corps](#) is a 10-month professional development program that provides opportunities for emerging climate protection leaders to implement climate change resiliency projects with local governments, non-profits, and businesses in California.

Why participate in Climate Corps?

As a Climate Corps Fellow, you will learn first-hand how to address climate change by implementing projects that have measurable benefits. You will build real-world project management skills and learn from leading organizations in the sustainability field. In addition to experiential learning, fellows participate in a comprehensive training program together. You make lifelong connections with other fellows and your colleagues at your organization. Fellows go on to great opportunities in environmental companies, public service, and graduate school.

What is happening with climate action at Alameda County?

Alameda County is located in the San Francisco Bay Area's East Bay and is home to 1.6 million people. We recognize the need to take action to protect our climate in order to protect the quality of life in our community. As an organization of over 9,000 employees occupying over 150 facilities, the County government itself generates a significant carbon footprint. Recognizing this, we are taking steps to reduce our greenhouse gas (GHG) emissions and be a role model for other organizations. [Climate Corps projects](#) are integral to these efforts.

What is Alameda County's General Services Agency (GSA)?

We support Alameda County departments to serve the public by providing services including building maintenance, construction, procurement, and transportation.





What will fellows at Alameda County GSA do?

You will play a key role in several of our major climate action projects and expand ground-breaking regional sustainability efforts. Detailed descriptions of the opportunities can be found below. (As noted, the specifics of the roles are subject to change as programs evolve.)

Each year, fellows at Alameda County report they enjoy collaborating with each other.

What will I gain as a fellow in Alameda County GSA?

You'll have the opportunity to build your resume with on-the-ground experience as you:

- Gain applied knowledge about the reality of creating and implementing a climate plan;
- Use skills in change management such as developing a project plan, researching best practices, and identifying stakeholders;
- Gain exposure to working within a local government structure and what counties and cities do;
- Gain experience in presenting your analysis and messages in a variety of formats (e.g., presentations, memos, factsheets, videos, posters);
- Understand the multifaceted role of the sustainability professional including organizational change agent, project manager, and content expert; and
- Receive feedback about what one employer finds to be your most valuable contributions.

What have outcomes been for fellows serving at Alameda County GSA?

Since 2010, 33 Climate Corps Bay Area Fellows have served ten-month terms with us. Alumni fellows have gone on to work in public service or at environmentally-focused companies or pursue advanced degrees or fellowships. They found work at organizations including the City of San Jose, County of Alameda, Greenlining Institute, Mills College, PG&E, Sierra Club, StopWaste.Org, and Sungevity, as well as with local recycling and national environmental consulting companies. They have gone on to be fellows in programs including City Hall Fellows, Fulbright,



and Grist. (Read [testimonials from past fellows.](#))

What are we looking for?

Each opportunity requires different skills. Generally speaking, ideal candidates will have:

- A college degree;
- Experience in some aspect of environmental sustainability or green operations;
- Excellent research, writing, analytical, and communications skills;
- Demonstrated ability to plan projects and to keep multiple projects moving forward;
- Experience drafting outreach and marketing collateral (proficiency in graphic design, photography, or video a plus);
- Ability to work independently as well as with diverse, multi-stakeholder groups;
- Ability to make personal connections when promoting climate initiatives; and
- Passion for environmental conservation and making a difference in their community.

What are the details?

This is a 10-month full-time placement, starting late August 2017 and typically ending in late June 2018. Fellows receive a living allowance stipend, end of program award, assistance with putting applicable student loans into forbearance, healthcare stipend, extensive professional and personal development training, and a Climate Change Protection Professional Certificate.

Where would I be working?

You'd be based out of our office in Oakland, which is across from a lake with popular walking and biking trails. We are in walking distance of two BART (subway) stations and located in a civic center area with courthouse, county offices, museum, and public library. Numerous restaurants, Oakland Chinatown, and natural foods markets are in walking distance.

How can I learn more and apply?

See below or www.acsustain.org/who/careers/climatecorps.htm for descriptions of opportunities with Alameda County General Services Agency.

Visit www.acsustain.org to learn more about County sustainability initiatives.

Learn more about Climate Corps and apply for these opportunities at www.climate-corps.org.



1) Climate Associate

Alameda County General Services Agency, Office of Sustainability, Oakland, CA

The Climate Associate will use analytical and communications skills to support Sustainability Office programs that encourage Alameda County's 20 agencies and over 9,000 employees to take action to prevent climate change and address its effects.

1) You will play a key role in carrying out a major new climate action initiative, such as launching an internal green revolving loan fund. This would involve meeting with stakeholders to understand challenges, researching best practices, developing outreach presentations and events, supporting employee volunteer champions, and tracking participation. You will also support quarterly Climate Executive Committee meetings, where we get executive feedback.

2) You will maintain and update metrics to highlight successes and areas that need further support. This project involves working with colleagues throughout the county to gather data, determining what aspects of the data to highlight, using Excel to develop charts and graphs, and preparing infographics to highlight key findings.

3) You will run day-to-day operations of the County's successful green & healthy events certification program – promoting participation, reviewing applications for certification, and developing new resources for event planners.

4) Depending on interest and program needs, you will support other climate implementation and outreach efforts. These could include adaptation planning, training events, communications strategy, or website updates.



The position will provide significant opportunities to develop professionally, including:

- Gaining understanding of how to implement and evaluate projects with multiple goals;
- Applying best practices for creating behavior change to support climate-friendly policies;
- Engaging champions to communicate a message;



- Navigating change management in a large organization;
- Visualizing data and identifying key lessons to draw from data; and
- Receiving exposure to executive decision-making criteria.



2) Health & Communications Associate

Alameda County General Services Agency, Office of Sustainability, Oakland, CA

The Health & Communications Associate will work directly on core research and communications initiatives in the Sustainability Office that support our Climate Action Plan for Government Services and Operations. You will use your communications skills to inform and engage the County's 20 agencies and over 9,000 employees.

1) You will gather information to support the adaptation of County services to a changing climate. This research will help determine which resilience efforts are best suited to Alameda County and how we can best approach this new challenge. Your research will include health impacts of climate change on Alameda County residents, particularly those most vulnerable.

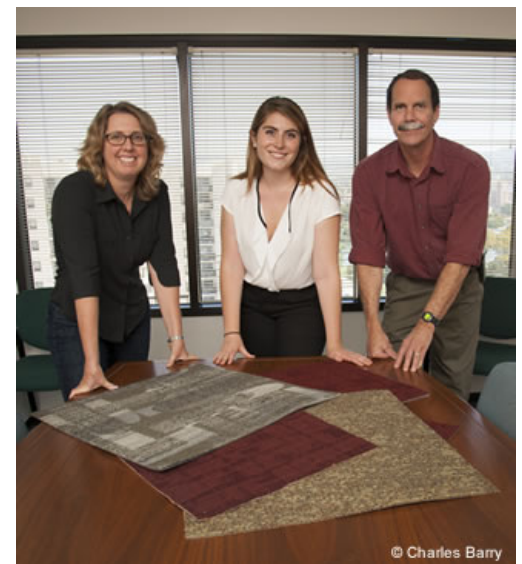
2) You will develop communications collateral and outreach materials to promote climate action and convey the necessity of planning for the effects of climate change. You will create written web content, infographics, case studies, videos, or trainings to engage employees and share what we've been doing with other organizations. You will practice applying proven approaches for environmental behavior change such as social marketing to develop effective messages.



3) You will contribute to outreach efforts to agency representatives and County staff to educate on opportunities to reduce the environmental footprint of office operations. This includes support of the County's award-winning sustainable purchasing efforts, assisting with research and analysis and with outreach on green purchasing decisions. Related research projects may include differentiating green from "greenwashed" products or services.

The position will provide significant opportunities to develop professionally, including:

- Managing projects, such as scoping work, identifying stakeholders and audience, developing work products on time, and evaluating achievement of goals;
- Developing compelling written communications for web and print consumption;
- Customizing communications message and mode to best engage and influence the audience;
- Applying best practices for creating behavior change to support climate-friendly policies;
- Conducting, compiling, and sharing qualitative research using primary and secondary source material;
- Synthesizing large amounts of detailed or technical information for a general audience; and
- Working independently towards goals and outcomes that are developed as a team.



3) Compost & Recycling Associate

Alameda County General Services Agency, Office of Sustainability, Oakland, CA

The Compost and Recycling Associate will expand and increase the effectiveness of Sustainability Office waste diversion programs at County facilities to help meet our climate protection goals.

1) You will roll out composting and mixed container recycling program at owned and leased facilities. Launching this enhanced recycling program at new sites involves completing site assessments; developing site specific roll-out plans; and coordinating with janitors, waste haulers, and other stakeholders to implement the plans. You will also do targeted outreach to employees to ensure the program is used correctly.

2) You will design and lead engaging educational workshops and outreach campaigns to improve recycling rates at existing facilities.

3) To ensure overall success, you will also conduct waste and bill audits, assist in the delivery of services (i.e., placing bins and signs, coordinating service delivery, researching and purchasing waste/recycling systems), and work with internal and external partners to troubleshoot issues.



You will gain:

- Project management experience, including project scoping, developing work plans & timelines, and project implementation;
- Experience implementing projects that rely on the cooperation of diverse stakeholder groups;
- Opportunities to guide projects through (often complex) government structures;
- Firsthand experience working in the waste and recycling field;
- Practice creating and delivering target outreach campaigns; and
- Experience gathering and analyzing quantitative data & field data and using it to assess project effectiveness and to inform program decisions.



4) Green Child Care Coordinator

Alameda County Early Care and Education Planning Council, Oakland, CA



The Green Child Care Coordinator's projects will continue, expand, and deepen Alameda County Early Care and Education Planning Council/GSA Child Care's nationally award-winning waste reduction work. We have worked hundreds of preschool teachers and programs throughout the County to divert waste from the landfill and promote environmental health and education through implementing reduce, reuse, recycle, and rot (RRRR) roll-outs and curriculum.

You will conduct outreach and promote the program to teachers, directors, and janitors across the entire county, and work with child care support organizations to build their awareness of and

capacity to implement RRRR. You will help child care centers adhere to the Alameda County Mandatory Recycling Ordinance by performing waste audits, assessing the waste stream, and creating effective waste diversion strategies. You will encourage RRRR education and the sustainability of the waste diversion program by developing training materials, training staff groups, supporting individuals, developing a network of green child care advocates and implementers, and communicating as a bridge between child care facilities and other green child care support services.

The position will provide significant opportunities to develop professionally, including:

- Developing a strong foundation in environmental education about Reducing, Reusing, Recycling and Rotting;
- Practicing developing environmental programs and curricula in environmental areas including green cleaning, integrated pest management, plastic reduction, environmental health, waste reduction, and gardening; and
- Gaining communication skills delivering environmental education to adults and children and giving outreach presentations.



5) Sustainable Energy/Transportation Associate

Alameda County General Services Agency, Transportation Services, Oakland, CA

The Sustainable Energy/Transportation Associate within GSA Transportation Services will take on the intersection of electric vehicles (EVs) and energy consumption and address how we can better handle the power draw from our network of EV charging stations. In this project, you will work with several partners to demonstrate how EV fleets can have less effect on the electrical grid while still getting the most from their EVs. This includes exciting areas such as energy demand response as well as the tracking and optimization of a new energy storage solution. The position will provide significant opportunities for you to develop new technical and project management skills.



Key responsibilities of the Sustainable Energy/Transportation Associate for this project may include:

- Analysis of greenhouse gas benefit from optimizing energy usage in facilities;
- Determination of financial and environmental savings through reduced energy demand;
- EV driver and charging station analyses;
- Determination of grid impacts of different charging algorithm options using Lawrence Berkeley National Laboratory (LBNL) V2G Simulator;
- Assistance with focus groups to gauge perceptions of projects from EV drivers and develop marketing to EV drivers;
- Cost/benefit analysis of energy storage options to further support peak-demand usage of electric vehicles;
- Publicity and promotion of project; and
- Creation of case studies for other fleet managers and facilities managers.

The Sustainable Energy/Transportation Associate may support other EV-related work, such as:

- Fleet analysis to see if there is more opportunity to shift internal combustion engines to EVs, given fleet miles driven;
- Analysis using mygreencar (LBNL) app to figure out best cars for the County fleet;
- Survey of existing EV tariffs from other utilities in the US and internationally to predict how EV tariffs will change in the future; and
- Supporting our Local Government EV Fleet Demonstration Project and expansion of charging stations to other facilities within Alameda County.

The Transportation Services team is involved with a wide range of pilot projects and programs to promote sustainable transportation, such as engaging employees and providing tools to support clean commuting. The Sustainable Energy/Transportation fellow could take on additional projects in these areas, time and other priorities permitting.



6) Sustainable Transportation Associate

Alameda County General Services Agency, Transportation Services, Oakland, CA

The Sustainable Transportation Associate will work with GSA Transportation Services to reduce the County's climate impact by developing tools, resources, and outreach to encourage employees to clean commute to work.

You will take on two key concurrent roles. 1) First, you will help expand an internal employee engagement program called the "Clean Commute Champs," a network of dozens of employee volunteers. The Clean Commute Champs promote education on commute alternatives (such as carpool or transit) through peer-to-peer information sharing. You will support existing



Champs, recruit new Champs, and develop trainings and materials for Champs. 2) Second, you will organize targeted employee engagement campaigns to address specific issues related to clean commuting. These projects involve developing/conducting presentations to employees, creating messaging strategies, staffing tables and booths at County events, and conducting field research/focus groups.

In addition, you will update our resources relating to clean commuting. This involves improving existing tools and resources and developing new ones, including resources tailored to specific locations with unique commuting challenges. You will also develop resources that specifically target new employees to inspire them to not drive to work, as this is a key moment when employees establish their commuting patterns.



Furthermore, the Transportation Services team is involved with a wide range of pilot projects and programs relating to sustainable transportation, such as promoting use of zero-emissions vehicles in the County fleet, with which you can assist if your other projects allow.



The position will provide significant opportunities to develop professionally, including:

- Running sustainability projects from planning to completion;
- Preparing budgets and financial planning/tracking;
- Developing environmental marketing strategies;
- Communications and employee engagement;
- Creating new internal policy; and
- Analyzing survey results and feedback from focus groups.

