2019-20 Climate Corps Fellowship Opportunities
Alameda County

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 leading 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. We also recognize that as an organization of over 9,000 employees occupying over 150 facilities, the County government itself generates a significant carbon footprint, and 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 agencies to serve the public by providing services including building maintenance, construction, procurement, and transportation.

What will fellows at Alameda County 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?

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?

Since 2010, 49 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 Portland, City of San Jose, County of San Mateo, Greenlining Institute, Mills College, PG&E, San Francisco Municipal Transportation Agency, SCS Global, Sierra Club, StopWaste.Org, Tanko Lighting, and UCSF, as well as with local recycling and national environmental consulting companies. They have been selected for fellowships 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/planning;
- 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, with your commitment starting in early September 2019 and ending in late June 2020. Fellows receive a living allowance stipend, end of program award, assistance with putting applicable student loans into forbearance, healthcare coverage, extensive professional and personal development training, and a Climate Change Protection Professional Certificate. Fellows at Alameda County also receive additional funding for professional development opportunities such as trainings and conferences.

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

Do you want to be part of developing an innovative climate adaptation project? Are you curious what it takes to implement a 10-year climate plan? Bring your energy and enthusiasm to Alameda County’s Sustainability Office.

The Climate Associate will develop resources that help the County’s 20 agencies and over 9,500 employees take action to prevent climate change – and address its effects.

1) You will play a key role in carrying out one or more climate action initiatives. Some things we’ve been working on are research on vulnerabilities of county services, developing strategies for county agencies to prepare for the effects of climate change, and promoting sustainable investments. A focus is vulnerable or frontline communities. You may research best practices, meet with stakeholders to understand their challenges, develop outreach presentations and events, support employee champions, and track participation. You may also prepare briefings for Climate Executive Committee meetings, where we get executive feedback.

2) You will conduct research and contribute to strategy development about how to proceed when the County’s operational Climate Action Plan ends in 2020. You may maintain and update Climate Action Plan metrics to highlight successes and areas that need further support. This project involves working with colleagues throughout the county to gather data, using Excel to develop charts and graphs, determining the key messages, and preparing infographics to highlight key findings. There may be opportunity to present the findings to an executive audience.

3) Depending on interest and program needs, you will support other climate implementation and outreach efforts. These could include equity-focused project planning, outreach to internal and external partners to share models and strategies, national and international climate leadership, worksite wellness, employee trainings, a sustainability summit, grant-writing, 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, including resilience and equity;
- Learning multiple methods to encourage adoption of climate-friendly policies;
- Engaging champions to communicate a message;
- Encouraging employees in a large organization to make more sustainable daily choices;
- Visualizing data and identifying key lessons to draw from data; and
- Receiving exposure to executive decision-making criteria.
2) 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 our composting and mixed container recycling program at a number of 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 day-to-day operational waste issues.

4) You will also assist with other sustainability initiatives as needed, potentially helping to update our greenhouse gas emissions inventory and Climate Action Plan for internal operations.

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

- 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 targeted outreach campaigns; and
- Experience gathering and analyzing quantitative data & field data and using it to assess project effectiveness and to inform program decisions.
3) Electric Vehicle Associate
Alameda County General Services Agency, Logistics Services, Oakland, CA

The Electric Vehicle Associate will work with Alameda County GSA, a national leader in green vehicle deployment, to advance the deployment of all-electric vehicles. This position will give you the opportunity to collaborate with external partners such as startups and equipment manufacturers to help create the tools needed to manage a fleet of EVs. At the same time, you’ll work with employees to promote the use of EVs. The EV Associate will also work on strategies to reduce energy impact from our growing number of EV charging stations.

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 from reduced energy demand;
- EV driver and charging station studies;
- 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 such as batteries to manage peak-demand usage of electric vehicles;
- Publicity and promotion of projects; 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 vehicles from internal combustion engines to EVs;
- Analysis using mygreencar (Lawrence Berkeley National Laboratory) app to figure out the best cars for the County fleet; and
- Management of grants and programs to expand EV charging stations.

GSA is involved with a wide range of pilot projects and programs to promote sustainable transportation, such as providing tools and encouragement to support employees to
clean commute. The EV Associate could take on additional projects in these areas, time and other priorities permitting.
4) Green Child Care Coordinator  
Alameda County General Services Agency, Early Care and Education Program, Oakland, CA

Would you love to teach preschoolers about recycling with songs and games? Do you want to be a leader in the movement to bring environmental health and sustainable habits to children under 5?

The Green Child Care Coordinator’s projects will continue, expand, and deepen the Alameda County Early Care and Education Program's nationally award-winning waste reduction work. We have worked with hundreds of preschool teachers and programs throughout the County. Together, we are diverting waste from the landfill and promoting environmental health and education through 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. You will work with child care support organizations to build their awareness of and capacity to implement RRRR. You will help child care centers comply with 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 continued waste diversion 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 areas including green cleaning, integrated pest management, plastic reduction, environmental health, waste reduction, and gardening;
- Gaining communication skills through delivering environmental education to adults and children and giving outreach presentations; and
- Assisting with monitoring and developing state and local environmental health policy for children.
5) Green Purchasing Associate  
Alameda County General Services Agency, Office of Sustainability, Oakland, CA

Are you passionate about changing the market so that buying green products is the easiest choice? The Green Purchasing Associate will manage projects that send a message to the marketplace through Alameda County’s significant purchasing power.

The Green Purchasing Associate will work closely with staff in the Alameda County Sustainability Office to promote and implement green purchasing, green building, and waste reduction projects.

1) You will support the development and integration of green purchasing and green building standards into the operations of our partner County departments by doing technical and market research, engaging stakeholders, publishing purchasing guidelines, and implementing selected strategies.

2) You will develop and lead trainings and campaigns to promote green purchasing and related sustainability actions to employees.

3) You will maintain and update metrics to highlight successes and areas that need further support. To do so, you will work with colleagues throughout the county to gather data, determine what data to highlight, use Excel to develop charts and graphs, and prepare infographics to highlight key findings.

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

- Conducting technical and market research on green products and services and synthesizing that research into compelling narratives in multiple formats;
- Managing projects, such as setting goals, identifying stakeholders and audiences, and developing work products on time;
- Synthesizing technical information into a format suitable for a general audience;
- Navigating change management in a large organization;
- Visualizing data and identifying key lessons to draw from data; and
- Working independently towards goals and outcomes that are developed as a team.
6) Resilience Associate  
Alameda County General Services Agency, Office of Sustainability, Oakland, CA

Are you concerned about the impacts of climate change on the most vulnerable communities? Join the Alameda County Sustainability Office team to support local community resilience.

As a Climate Resilience Associate, you will use your research and communications skills to engage strategic partners from the County’s 20 agencies in preparing our crucial social safety net programs for the impacts of climate change.

1) You will gather information to support the adaptation of County services to a changing climate. Your research will help determine which resilience efforts are best suited to Alameda County and how we can effectively approach this new challenge. You will look at climate change’s health impacts (such as heat waves) on Alameda County residents, particularly those most vulnerable. You will coordinate with internal and external partners to identify potential strategies and share best practices.

2) You will develop communications and outreach materials to promote climate action in the workplace 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 educating agency staff on opportunities to reduce the environmental footprint or climate vulnerabilities of County business operations. This includes supporting the County’s award-winning sustainable purchasing efforts by assisting with research/analysis and education on green purchasing decisions. Research projects may include differentiating green from “greenwashed” (misleadingly marketed) products or services.
The position will provide significant opportunities to develop professionally, including:

- Managing projects, including setting goals, identifying stakeholders and audiences, developing work products on time, and evaluating achievement of goals;
- Developing compelling written communications for email, web, and print;
  Conducting qualitative research using primary and secondary sources and sharing your findings;
- Synthesizing technical information into a format suitable for a general audience;
- Customizing communications messages and delivery to best engage and influence your audience;
- Building relationships with internal partners in the County’s 20 agencies;
- Applying behavior-change best practices to encourage climate friendly-choices; and
- Working independently towards goals and outcomes that are developed as a team.
**Sustainable Transportation Associate (on hold)**  
Alameda County General Services Agency, Logistics Services, Oakland, CA

The Sustainable Transportation Associate will work with Alameda County to advance our Clean Commute Program. The Clean Commute Program reduces climate and transportation impacts by encouraging the County’s more than 9,500 employees to leave their cars at home and choose a clean commute (including getting to work by carpool, transit, or bike). You would be involved in designing pilot projects to help us figure out how we can best incentivize and reward employees for not driving to work.

This position will give you the opportunity to organize targeted employee engagement campaigns to reach specific audiences and promote new clean commuting opportunities. Running a successful campaign involves conducting field research or focus groups, creating messaging strategies, developing effective presentations for employees, conducting presentations and trainings, promoting fun events, and staffing tables and booths.

You would lead our efforts to promote biking, such as putting in bike parking and other infrastructure. A goal for the next year is to develop an action plan for upgrading bike parking infrastructure across all County locations.

Furthermore, our team is involved with a wide range of green transportation pilot projects, such as promoting use of zero-emissions vehicles in the County fleet. The Sustainable Transportation Associate could assist with these, time and other priorities permitting.
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.