

Boston Housing Authority Waste Reduction & Recycling Intern

General description:

The Boston Housing Authority (BHA) seeks a motivated student with experience in and passion for sustainability - specifically in the fields of waste reduction and recycling. Working interdepartmentally in the BHA, the Waste Reduction Intern will be responsible for helping BHA meet its waste reduction goals. The Intern would work with the sustainability and waste reduction committees, as well as with the Communications and Operations Departments, to promote efforts for waste reduction, recycling, and compost. The Waste Reduction Intern will also enact community engagement initiatives to educate residents about proper waste sorting techniques.

We are looking for a creative and mission-driven individual who is committed to waste reduction as a method of improving sustainability and resident quality of life.

The internship will begin in early January 2023 through the Spring semester. It is a part-time position, expected to be 10-20 hours a week. The wage for this position is \$21 per hour.

Duties and Responsibilities (including but not limited to):

- Develop and implement programs to advance BHA toward its waste reduction goals
- Lead efforts to implement a Zero Waste strategy within the agency
- Research and present on best practices to track and achieve waste reduction goals, based on guidance from other government agencies, public housing authorities, and expert groups
- Work with residents and community groups to improve knowledge and adoption of waste reduction strategies
- Investigate and analyze problem areas and develop corrective action plans

Minimum Qualifications:

- Candidates for this position should be a currently enrolled graduate student studying any of the following: sustainability, environmental studies, public policy, urban planning, or any related field.
- Successful candidates should demonstrate all or most of the following:
 - Knowledge of current practices, strategies, and technologies in the fields of waste reduction, recycling, and composting
 - Necessary skills for successfully initiating, planning, and executing complex projects alongside senior management staff
 - Excellent behavioral competencies such as strong customer service and organization skills, an attention to detail, innovation, and resourcefulness
 - Understanding of the importance of community engagement and participation
 - Possess a strong working knowledge of federal, state, and local occupational health, safety, and environmental regulations and including experience with waste compliance and minimization programs
 - Excellent oral and written communication skills for wide range of audiences

- Ability to work independently and collaboratively in a team environment
- Willingness to learn on the job

Interested applicants should email their resume to kathleen.magee@bostonhousing.org no later than December 31, 2022.