

NEW YORK CITY

MAYOR'S OFFICE OF SUSTAINABILITY

The NYC Retrofit Programs Internship is available from August through December 2016.

Organization description:

The New York City Mayor's Office of Sustainability is responsible for developing and implementing sustainability initiatives and reducing citywide greenhouse gas (GHG) emissions by 80% by 2050 from 2005 levels (80x50). The Office's goals include: improving the quality of the city's air and water, providing better access to open space, increasing transit capacity, improving and maintaining the city transportation network, upgrading the city's energy infrastructure, and improving the energy efficiency of our building stock.

Project description:

In September 2014, the City released *One City: Built to Last* as a 10-year plan to reduce GHG emissions from the energy used in both public and private buildings, which are responsible for 73% of the City's GHG emissions. After completing a comprehensive analysis of New York City building energy use and a year of engagement with more than 50 stakeholder groups, the City released a follow-up report in April 2015, called the *One City: Built to Last Technical Working Group Report*, which lays out a long-term vision and additional initiatives to place buildings on a pathway to achieving 80x50. These reports are available for download at www.nyc.gov/builttolast and www.nyc.gov/twg.

To help achieve its ambitious climate goals, the City has launched two complementary programs, the NYC Retrofit Accelerator and Community Retrofit NYC, to scale up energy and water efficiency upgrades in privately-owned buildings. The NYC Retrofit Accelerator, which is geared towards large buildings over 50,000 square feet in floor area that must comply with the City's building energy local laws, is a program that provides free technical guidance to help building operators and owners throughout the steps required to successfully completed energy and water retrofit projects. Community Retrofit NYC provides similar assistance, but is geared towards small- and mid-sized multifamily buildings located in Central/Northern Brooklyn and Southern Queens. Community Retrofit NYC also helps connect interested owners with financing through the City's new Green Housing Preservation Program, which offers low to no cost financing for energy and water upgrades and moderate rehabilitation in exchange for a commitment to affordability. For more information, visit: www.nyc.gov/retrofitaccelerator and www.nyc.gov/communityretrofit.

Position description:

The New York City Mayor's Office of Sustainability seeks an intern to support the strategic development and day-to-day operations of the NYC Retrofit Accelerator and Community Retrofit NYC. Internship responsibilities may include, but are not limited to:

- Conducting analysis on building and energy use data
- Conducting and interpreting research on building owners, decision-makers, and contractors
- Generating programmatic resources such as handbooks, report cards, and handouts on energy and water efficiency opportunities
- Researching emerging energy efficiency technologies and strategies, including deep energy retrofit strategies Helping to coordinate events and meetings with stakeholders
- Providing assistance managing the day-to-day operations of the programs
- Coordinating with other related initiatives and programs

Qualifications:

Although not required, the successful applicant will likely have one or more of the following academic or professional experiences: environmental policy, environmental science, public policy and/or administration, urban studies or urban planning, political science, energy policy, and/or engineering. Current or recent graduate students are strongly preferred.

Applicants must have a proven record demonstrating management, analytical, leadership, and communication skills. Proven written, verbal, and presentation communication skills are critical. Proficiency in Excel, flexibility, proactiveness, and organization skills are required.

This internship is available on a part time (20 hours/week) or full time (35 hours/week) basis.

To apply:

To apply and for more information, please visit the Internship Program website and apply for a position with the “NYC Mayor’s Office of Sustainability”: <http://on.nyc.gov/nycmointernship>.

For questions, email interns@cityhall.nyc.gov.

Deadline:

Applications will be accepted until August 21st, 2016. The City of New York is an Equal Opportunity Employer.