

Healthy Homes, Healthy Neighborhoods – Hilltop Intern

City of Tacoma, Office of Environmental Policy and Sustainability
Mid-October through June 2016

The City of Tacoma is seeking a motivated, dependable, people-oriented intern to implement outreach for the Healthy Homes, Healthy Neighborhoods Program. The purpose of this program is to connect residents in an underserved community (Hilltop) to resources and services that offer cost-savings and promote household and environmental health.

This position pays \$12/hour and the work schedule will be 15-20 hours/week from mid-October, 2015 to mid-June, 2016. The intern will work regular evenings and weekends, typically Tuesday through Thursday, 3 – 6 pm, and Saturday 9am – 3 pm.

The intern will be given a great deal of responsibility conveying information and representing the program directly to community members, and must be friendly, professional, and efficient. This position requires a willingness to work in poor weather and until dark. The intern must be comfortable speaking with strangers. The intern will support the program coordinator and lead a high school intern in door-to-door community outreach.

Requirements:

- BA or BS
- Passion for environmental sustainability, community organizing, and equity

Skills necessary to successfully execute this work include:

- Outgoing personality
- Good teamwork, organizational, and communication skills
- Strong work ethic, self-motivated
- Spanish, Vietnamese, or Chinese language skills preferred
- Environmental Studies, Public Health, Sustainable Urban Development, Education and Outreach preferred
- Current resident of or familiarity with the Hilltop neighborhood preferred

Scope of Work:

- Conduct door-to-door sustainability outreach in the Hilltop neighborhood
- Communicate about eco-friendly, cost-saving services and resources to neighborhood residents
- Record residents' feedback on survey
- Organize program materials
- Support program coordinator as needed

Please email a resume and letter stating your interest, skills, and qualifications by October 5, at 5:00pm to:

Kristin Lynett
Office of Environmental Policy & Sustainability
klynnett@cityoftacoma.org
(253) 591-5571

