

**2025 Sustainability Intern
Allegheny County Department of Sustainability**

Position Summary:

The Department of Sustainability is seeking a self-motivated student interested in professional experience in environmental sustainability within local government for a Summer 2025 Sustainability Internship. This position will support a variety of sustainability efforts, including but not limited to alternative fuel infrastructure and climate action planning. The selected intern will also have the opportunity to work closely with staff on implementation of best practices related to sustainable procurement, alternative fuel fleets, waste diversion, energy efficiency, and stormwater water management.

Paid position: \$15/hour, 16-40 hours per week, May 2025 through August 2025.

Duties and Responsibilities

- Supports implementation of electric vehicle charging infrastructure through data management, benchmarking, and coordination with partners.
- Performs research and analysis to support climate action planning through stakeholder mapping, best practice research, and development of communications materials.
- Organizes and facilitates sustainability employee and resident engagement programs including coordination of Employee Green Team members.
- Supports maintenance and education related to Allegheny County's Green Roof.
- Researches and assists with implementation of sustainability best practices in purchasing, building renovations, waste diversion, facility operations, etc.
- Fosters and coordinates new ideas and concepts for sustainability programming; identifies materials and resources to grow existing sustainability programming and initiatives.
- Monitors implemented measures across county departments.

Requirements:

- At least 18 years old
- Pursuing a degree in Sustainability, Environmental Sciences, Biology, Public Policy, Marketing, or Communication or another related field.
- Ability to work across disciplines, departments, and programs.
- Excellent written, visual, and oral communication skills
- Ability to work independently with minimal supervision.
- Work cooperatively and constructively with administrative and elected officials, peers, and staff.

Application Details

Submit a cover letter and resume to sarah.koenig@alleghenycounty.us, and include "Sustainability Internship" in the subject line. Please indicate you're interested in part time or full time placement.

Applications will be reviewed on a rolling basis. All applications are due no later than **March 7**.