



Madison Environmental Group, LLC
1914 Monroe St. Suite 101
Madison, WI 53711
608.280.0800 phone

Sustainability Intern Position(s) Available

Madison Environmental Group, LLC is an interdisciplinary, team oriented research and consulting firm. We help clients and communities to create economic advantage and reduce environmental impact through sustainable building and operations.

Job Description

We are looking for two Sustainability Intern(s) to support our Sustainability Consultants in their research and client work. This is an excellent opportunity for an individual who is interested in learning more about sustainability, Leadership in Energy and Environmental Design (LEED®) Certification, greenhouse gas emission assessments, the Living Building Challenge, and construction and deconstruction waste recycling management. The position requires the intern to be fast-working, professional and attentive to details. We are passionate about providing an educational experience to the right person, while encouraging any ideas that might add value to our services.

Duties vary with projects, but may include:

- Assist in data collection and entry for greenhouse gas assessments and waste audits
- Research and edit newsletter articles
- Complete LEED® documentation for clients
- Visit construction sites to monitor recycling efforts and LEED® compliance
- Conduct research on sustainability topics, potential clients and businesses
- Perform other activities, as assigned, to further the objectives of Madison Environmental Group, LLC
- Field phone calls, schedule appointments and perform miscellaneous office duties
- Assist with data collection and/or entry for Living Building Challenge projects

Desired Qualifications:

- Current undergraduate or graduate student in environmental studies, engineering, architecture, construction management, business, or similar field
- Strong interest in sustainability and green building
- Effective written and oral communication skills
- Strong organizational, research, analytical and interpersonal skills
- The ability see a project through to completion
- Enjoy working independently with some degree of flexibility

Logistics

- This is an unpaid internship with a minimum of 10-12 hrs/week time commitment. If you're eligible for supplemental grant funding or receiving course credit for this work we would be happy to assist in any way possible.
- Preference given to applicants committing to multiple semesters.

To Apply

To apply, email a resume and cover letter to Mari Westin at mari.westin@madisonenvironmental.com