



The Oberlin Project

2015 EnviroAlums Fellowship Ideas for the Oberlin Project

The EnviroAlums recently announced the launch of a new Fellowship program for Oberlin College students. The Fellowship will support students who are seeking to gain real-world experience in environmental organizations and business and develop professional skills and contacts. EnviroAlums strives to support the preparation of Oberlin students for satisfying and productive careers in environmental sustainability related fields when they graduate. The EnviroAlums believe that hands-on work is an important part of preparation for such work; hence they are establishing a Fellowship that will provide talented Obies with opportunities to hone their professional skills.

Interested students must identify a host organization and develop a position. The Oberlin Project is excited to host students through this program and has outlined three (3) potential summer projects outlined below.

Applications for summer 2015 are due April 1st to the EnviroAlums.

For more information and to apply, please visit their website at:

<http://new.oberlin.edu/office/alumni-affiliate-groups/enviro-alums/fellowship.dot>

Proposed Project #1: Oberlin Food Hub Fellow

Job Location: The Oberlin Food Hub (248 Artino Street) and The Oberlin Project (23 Eric Nord Way)

About the Oberlin Food Hub: The Oberlin Project has identified a goal to generate an ecosystem to ensure a food system that's 70% local.¹ A missing piece of critical infrastructure to enable moving toward this 70% goal is an aggregation and distribution center to allow local small and medium size farmers to access larger markets. As such, the Hub will fill this gap

¹ Measured by economic input & output.

through a warehouse operation that will provide a sales channel between local producers and local buyers. The Hub will also include a commercial kitchen available for use by food producers and entrepreneurs. The Hub is slated to open July 1, 2015.

Job Description: The Oberlin Food Hub Fellow will be responsible for supporting the launch efforts of the Hub's first months of operation. With an aggressive goal to reach 70% local food in the community by 2050, which tracks the community goal of becoming carbon neutral by the same date, the Hub is committed to operating with the triple bottom line in mind at all times (ie. people, planet, profit). The Fellow will be communicating with buyers and producers regarding status of orders, delivery, general troubleshooting, and the importance of local purchasing and seasonality of goods available. Additionally, this individual will play a key role in ensuring all required documents from both the producer and buyer are categorized and entered in to the food hub database. Finally, this person will play an active role in receiving produce, ensuring quality is maintained, aggregating orders and prepping products for delivery to buyers. Ultimately, we're seeking a dynamic individual interested in wearing many hats and has a willingness to learn on the fly while getting their hands dirty.

This person will work closely with the Oberlin Food Hub Wholesale Manager and the Director of Sustainable Enterprise at The Oberlin Project, Cullen Naumoff.

Primary Responsibilities: • Manage the online food hub database, primarily through troubleshooting with producers and buyers • Help educate buyers on the importance of local, sustainable food and seasonality of local products • Create an organizational system to track required documents to sell/purchase through the hub • Receive produce from transportation partners and ensure food maintains quality • Pack orders for buyers and prep for delivery • Assist wholesale manager in ensuring a smooth launch of food hub

Timeline and Compensation: Schedules will be flexible in consideration of other commitments. Some Saturday hours may be necessary. Interns will work 10-15 hours per week, up to 30 hours. Compensation begins at \$11/hr.

Qualifications: • Passion for local food • A willingness to embrace uncertainty and direct paths forward where no path currently exists • Eagerness for learning • Excellent social skills—ability to professionally engage with anyone • Persistence, **flexibility**, creativity, and enthusiasm • Reliable personal transportation - required • Able to engage in some labor, including lifting of produce boxes, washing produce, getting produce boxes prepped for delivery • Well organized and ability to multitask • Personal laptop • Currently enrolled in an institution of higher education

Compensation: Per the EnviroAlumns, funding per internship is capped at \$3,000 and requires the intern to complete a minimum of 200 hours of work. This position pays \$11/hr.

Contact Information: Please contact Cullen, Director of Sustainable Enterprise, at the Oberlin Project, for more information. Cnaumoff@oberlinproject.org or 440.775.6219

Proposed Project #2: Georgetown University Energy Prize Outreach and Organizing Fellow

Job Location: The Oberlin Project

About the Georgetown University Energy Prize (GUEP) Competition: The GUEP is a multi-year, energy efficiency competition involving 50 small to medium sized communities in the United States. This competition promotes individual and municipal action through scalable energy reduction methods that are innovative and replicable. For Oberlin to advance into the semifinalist category by the end of 2017, it will need to be in the top 10 energy reducing communities. The winning community will receive \$5 Million to further its energy efficiency plans throughout the community. For more information visit: www.GUEP.org.

Job Description: The primary focus of the GUEP Outreach & Organizing Fellow will be community engagement through various methods and tabling at events, to spread awareness and increase participation in the GUEP Competition. The intern will coordinate efforts related to organizations such as Providing Oberlin with Efficiency Responsibly (POWER); Columbia Gas; City of Oberlin Municipal Light and Power and other educations and programs. The Fellow will work closely with the Oberlin Project Executive Director and Program Coordinator to organize, innovate, and promote the Challenge. Some of the work will be in the Oberlin Project office, but predominantly, the Energy Committee will be working in the community at large.

Primary Responsibilities: • Attend special events and neighborhood canvassing sessions 2-3 times a week to perform outreach • Reach personal weekly goal of new Challenge registrations • Data entry • Contribute to social media and marketing campaigns • Blog weekly

Timeline and Compensation: Schedules will be flexible in consideration of other commitments. All interns will be required to work weekends. Interns will work 10-15 hours per week, up to 30 hours. Compensation begins at \$11/hr.

Qualifications: • A demonstrated interest in energy and sustainability-related issues • Eagerness for learning and practicing grassroots organizing skills • Excellent social skills—ability to quickly and effectively connect with a diverse community • Persistence, flexibility, creativity, and enthusiasm

Compensation: Per the EnviroAlumns, funding per internship is capped at \$3,000 and requires the intern to complete a minimum of 200 hours of work. This position pays \$11/hr.

Contact Information: Please contact Sharon, Program Manager, at the Oberlin Project, for more information. spearson@oberlinproject.org or 440.775.6473

Proposed Project #3: PopUp Market Developer Fellow

Job Location: The Oberlin Project

Job Description: The primary focus of the PopUp Market Developer Fellow will be to work with community partners to design and develop a pop-up market in a physical space in downtown Oberlin to support burgeoning entrepreneurs. A pop up marketplace is a collaborative, small footprint retail outlet that gives entrepreneurs, product developers, service providers a low-risk, low-cost means to test the market. PopUp markets have a global history of creating both a platform for entrepreneurs to test the market while also generating new economic wealth in the community.

The Fellow will be responsible for doing research to develop the pop up design including entrepreneurial recruitment, pricing strategy, marketing plan and implementation. The goal is to have the pop up market operational for the 2015 holiday season in downtown Oberlin.

Primary Responsibilities: • Research pop up market best practices • Work with collaborative partners to identify a space in downtown Oberlin to locate the pop up market • Design an entrepreneurial target market and subsequent recruitment strategy • Develop an implementation plan to ensure a November 1, 2015 launch

Timeline and Compensation: Schedules will be flexible in consideration of other commitments. The Fellow will be required to work some weekends. The Fellow will work 10-15 hours per week, up to 30 hours. Per the EnviroAlumns, funding per internship is capped at \$3,000 and requires the intern to complete a minimum of 200 hours of work. This position pays \$11/hr.

Qualifications: • A demonstrated interest in the triple bottom line • A willingness to embrace uncertainty and direct paths forward where no path currently exists • Eagerness for learning • Excellent social skills—ability to professionally engage with anyone • Persistence, flexibility, creativity, and enthusiasm • Reliable personal transportation - required • Personal laptop

Compensation: Per the EnviroAlumns, funding per internship is capped at \$3,000 and requires the intern to complete a minimum of 200 hours of work. This position pays \$11/hr.

Contact Information: Please contact Cullen, Director of Sustainable Enterprise, at the Oberlin Project, for more information. Cnaumoff@oberlinproject.org or 440.775.6219