Indiana Sustainability Development Program
2021 Indiana Climate Fellow – Cope Environmental Center

Who We Are
The Cope Environmental Center was formed in 1992 to inspire and challenge individuals and communities to achieve ecologically sustainable lifestyles securing a sustainable future for all life on earth. Our 130 acres of protected habitats are used as an outdoor classroom to provide interactive, hands on sustainability and nature-based programming for children and adults. We readily partner with businesses, universities, and other non-profits to teach the principles of sustainability. We model a “green” lifestyle by giving tours of our Sustainable Education Center – a Living Building Challenge project that embodies the values of our organization. We are an invaluable part of our community providing a venue for hikes, social gatherings, and special events leaving only footprints on the Earth, not impacts on our environment.

The Cope Environmental Center promotes the sustainable use of the earth’s resources through education, demonstration, and research. We would like our Indiana Climate Fellow to assist us in the development and marketing of sustainability based adult programming, currently called “Sustainable & Attainable Lecture Series.” This person would also represent CEC at community events promoting our sustainable initiatives and educating visitors on simple, sustainable lifestyle choices.

POSITION SUMMARY
The Indiana Climate Fellow will be placed within the CEC Program Department and will be responsible for developing, marketing, and evaluating our adult sustainable education initiatives alongside the Program Coordinator. The Fellow will provide support for Sustainable & Attainable Lecture series and community outreach activities. Based on the timing and interests of the applicant, opportunities exist to assist with summer youth programming, Living Building Challenge outreach, and special exhibits on sustainable education.

Duties will include:
- Work with the Program Coordinator to identify sustainable programming needs (topics)
- Work with the Program Coordinator to identify topic experts to be guest speakers at monthly events.
- Assist with the scheduling of events and speakers.
- Develop and execute a marketing plan to promote Sustainable & Attainable Lecture Series to reach beyond our current audience.
- Develop evaluation tools for adult programs and Sustainable & Attainable Lecture series.
- Attend community events on behalf of CEC to promote programs and sustainability in general.
- Attend the Boot camp May 17 – 21, 2021
Qualifications

- Interested in Environmental/Sustainable Education & non-profit administration
- Experience working with the public
- Excellent Verbal and Written Skills
- Able to manage tasks with varying deadlines
- Proficient in Microsoft Office & Google
- Willing to work a flexible schedule
- Willing to learn new skills

Compensation

Compensation will be in the form of a scholarship through the Indiana Sustainability Development Program. The Fellow will work full time for 10 weeks, beginning June 1, 2021 and ending around August 7, 2021.

Feedback and evaluation

The Fellow will be given regular feedback from staff on progress and performance. Success in the fellowship will be determined by the completion of specified projects in a professional and timely manner. The Fellow should learn how a non-profit identifies its sustainability priorities, effective principles of communication, and how to develop and maintain professional relationships.

Application instructions

To apply for this position, complete an application on the Sustain IU website. If you have questions about the program or any of the positions available, email Danni Schaust, ISDP Program Manager, at damncphe@iu.edu. Applications will be accepted on a rolling basis (first come, first serve) until Friday, Feb. 19, 2021.