SUSTAINABILITY AT NEWFIELDS

Newfields is committed to providing exceptional experiences with art and nature for current and future generations. We value the conservation of our environment as much as we value our artworks. In fact, sustaining life on our fragile planet is part of our mission. We’re in a unique position to lead by example because of our status as an institution and we take that seriously. Over the years, we’ve made great strides toward sustainability. For example, Newfields joined:

- the Central Indiana Clean Air Partnership, where we achieved gold-level membership by making more than 10 commitments to improve local air quality.
- the Indiana Recycling Coalition, which helped us improve source reduction, reuse, and recycling activities.
- the Center for Plant Conservation, because we’re dedicated to removing invasive species and helping Indiana’s native flora and fauna thrive.
- the Environmental Protection Agency’s Green Power Partnership, where our voluntary membership underscores our commitment to use green power wherever feasible.

Our dedicated efforts to reduce energy consumption led to a wide range of green technologies and strategies. Not only did they work, they reduced our annual operating budget by more than $200,000. In looking to the future, we have created a new Sustainability Policy along with a Sustainability Strategic Action Plan to aid us in achieving our sustainability goals which includes 50% waste diversion by 2022.
**POSITION SUMMARY**

The extern will be placed within the Administration department of Newfields reporting to the co-chairs of the Sustainability Task Force, Jonathan Wright, The Ruth K. Lilly Deputy Director for Horticulture and Natural Resources, and Kathryn Haigh, the Chief Operating Officer. The extern will be responsible for taking the lead on select initiatives and assist with sustainability projects including providing support for the annual waste audit, staff education programming, implementation of public facing waste diversion (pending third party funding), as well as tracking established statistics to measure progress in sustainability initiatives for the institution.

Duties will include:

- Work with Procurement and Purchasing Department to research which existing vendors have green practices
- Work with the cross departmental Sustainability Task Force to implement public facing waste diversion efforts and education
- Work with Sustainability Task Force to provide programming for staff during the month of June (Sustainability month) via lectures, hand on events, Sustainability resolutions, etc.
- Assist the Sustainability Task Force with annual internal waste audit to measure progress in waste reduction
- Use the established reporting statistics on the Sustainability Dashboard to measure institutional progress and report to senior leadership
- Follow-up on outstanding items from institutional action plan
- Attend a 3-day Boot camp May 18-20, 2020

**Qualifications**

The ideal candidate will have the following qualifications:

- Detail-oriented and self-motivated
- Experience and/or coursework in sustainability studies
- Experience working with Microsoft Office products
- Effective verbal and written communication,
- Ability to prioritize and manage multiple ongoing tasks.

**Compensation**

Compensation will be in the form of a scholarship through the Indiana Sustainability Development Program. The intern will work full time for 10 weeks, beginning June 1, 2020 – August 7, 2020.
Feedback and evaluation

The intern will be given weekly feedback from Newfields staff on progress and performance. Success in the internship will be determined by the completion of specified projects in a professional and timely manner. The intern should learn how Newfields manages 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 jobs available, email Danni Schaust, ISDP Program Manager, at danmcphe@iu.edu. The application deadline is Friday, Feb. 28, 2020.