Sustainable Facilities Fellow
Office of Sustainability

Description
As Connecticut College continues to expand its efforts to become a model of sustainability within higher education, an important area of work is sustainable construction and facilities management. The College is committed to using sustainable building practices during new construction and major renovations, and during the ongoing maintenance of our facilities. The Sustainable Facilities Fellow will support the Office of Sustainability in working collaboratively with people throughout the community to help expand the College’s existing commitments and efforts related to new construction, major renovations and building maintenance.

The Sustainable Facilities Fellow will have the following responsibilities:

- Support the implementation and execution of the Sustainable Building Policy
- Support project teams for all new construction and major renovation projects with which the Office of Sustainability is involved, by researching and analyzing new and alternative materials, building systems and processes
- Collaborate with Custodial Services to formalize a Sustainable Cleaning Program for all buildings
- Assist in the development of working groups to monitor performance of new and existing buildings – making adjustments to the systems and processes in place to increase the sustainability of each building
- Attend weekly Sustainable Campus Infrastructure meetings
- Attend occasional Office of Sustainability all-staff meetings
- Other duties as assigned

Requirements

- Proficient with Excel, Word, and PowerPoint
- Strong interpersonal skills
- Robust research skills
- Excellent writing and analytical skills
- Comfortable working with a variety of campus constituencies (staff, students, faculty)
- Prior experience with sustainable building and/or cleaning is preferred but not required
- Other Duties as assigned

Supervisors

Margaret Bounds
Assistant Director of Sustainability
Office of Sustainability
mbounds@conncoll.edu

Senior Fellow for Sustainable Campus Infrastructure
Office of Sustainability