

**Servant Leadership Summer Internship Placement Site
Job Description
Summer 2012**

Organization Name: City of Atlanta

Physical Address:

150 Garnett St., SW
Atlanta, GA 30303

Mailing Address (if different):

55 Trinity Ave., SW
Atlanta, GA 30303

Phone: 404.954.8490

Web site: <http://www.atlantaga.gov/index.aspx?page=18>

Internship Supervisor:

Bill Hosken
bhosken@atlantaga.gov

Organization's Mission Statement:

Mayor Kasim Reed set the goal for Atlanta to become one of the top ten sustainable cities in the nation. Achieving this goal will improve the quality of life of Atlanta's citizens by enhancing the environment, while at the same time, supporting job creation and long-term economic growth. Mayor Reed has committed to continual improvement in sustainability practices and to lead by example through the development and implementation of policies and activities that support environmental sustainability. To this end, Atlanta's Office of Sustainability is working with all city departments in implementing the "Power to Change" plan launched in October 2010.

Summary of organization's primary programs and services:

Energy Efficiency projects & programs
Renewable Energy projects
Waste Mitigation
Carbon Emission Tracking

Alternative Fuel & Fuel Use Reduction programs
Local Food Initiatives
Water Conservation projects & programs

Intern's title:

Intern

Number of interns requested by this organization?

Two

Internship project/job description:

Assist the office in best practice research and compiling reports
Assist with Sustainability Planning
Assist with ranking agency filings
Identify grant opportunities
Support initiatives as required
Support community outreach efforts

Qualifications:

Demonstrated interest in sustainability
Strong competency in Microsoft Excel, Word, and PowerPoint
Basic knowledge of sustainability issues

Other Requirements:

No.

Will the internship require that the student have a car?

No.

Is placement site accessible by public transit or other transportation options?

Yes.