



Sustainability Intern

Community Profile

Media Borough, known as "Everybody's Hometown," is a progressive municipality in Delaware County, Pennsylvania with a strong commitment to sustainability and community engagement. As America's first Fair Trade Town, Media Borough provides an ideal setting for students interested in municipal sustainability initiatives and environmental policy implementation.

Position Description

The Sustainability Intern will support various borough initiatives focused on environmental sustainability, waste management, and community engagement. This position offers hands-on experience in municipal sustainability efforts including:

- Supporting the development and implementation of borough sustainability projects
- Conducting waste management analysis and developing improvement recommendations
- Assisting with community outreach for the comprehensive plan
- Participating in planning and administration of environmental initiatives
- Researching best practices in municipal sustainability

Primary Deliverables

1. Waste management analysis report with recommendations
2. Materials for sustainability project community engagement
3. Documentation of community input for comprehensive plan
4. Final presentation of internship accomplishments and sustainability recommendations

Candidate Qualifications

Required Skills/Experience:

- Proficiency in Excel
- Strong proofreading skills
- Excellent written and verbal communication skills
- Basic understanding of local government operations

Preferred Skills: (Not required but beneficial)

- Previous experience or desire to work in sustainability, local government, or public administration
- Basic graphic design skills
- Experience with public outreach
- Passion for environmental initiatives

Relevant Academic Backgrounds:

- Coursework related to environment and sustainability, local government, public administration, & data analysis

Work Schedule and Duration

- 32 hours per week
- June 9 - August 15, 2025 (flexible)
- Fully on-site at Media Borough offices

Compensation

- \$17 per hour

Application Instructions:

Submit by Friday, April 12th, 2025:

- Resume
- Cover letter explaining your interest in local government and municipal sustainability

Submit all materials to Nicole Beckett, Associate Director for Public Service (beckettn@lafayette.edu). All applications will be forwarded to the appropriate municipal contacts for review. Students are strongly encouraged to research the municipality before applying to tailor their application materials accordingly.

Important Notices

- This internship qualifies for the Lafayette College policy allowing students to receive one course academic credit while being paid for an internship (one-time benefit during academic career)
- Applicants must comply with the municipality's pre-employment procedures, which may include background checks and/or drug screening according to local government policies
- For more information, contact Nicole Beckett, Associate Director for Public Service at beckettn@lafayette.edu