

# THE CHINESE UNIVERSITY OF HONG KONG

## Campus Planning and Sustainability Office

### Sustainability Internship (Summer 2020)

#### Positions

1. The Campus Planning and Sustainability Office (CPSO) supports the University's long-term development in terms of campus and space planning and the formulation and implementation of green policies and practices. We are now seeking two talented and committed CUHK students to join our team, with the positions of:

#### **(a) Sustainability Intern (Project)**

##### Duties and Responsibilities

- Conduct a desktop research and analysis on local and overseas policies and campaigns on mitigating plastic disposables
- Develop engagement and promotion strategies for 'Plastic-free Campus' campaign
- Prepare campaign resources and social media content
- Assist in planning and coordinating promotional events under the campaign
- Assist in impact tracking
- Perform ad hoc duties as assigned

##### Requirements

- CUHK undergraduate or postgraduate students in any disciplines
- Passionate about and familiar with sustainability issues
- Creative-minded, energetic, proactive and able to work independently
- Good communication and interpersonal skills
- Excellent written and spoken English and Chinese
- Good command of graphic design (knowledge of Adobe creative suite is a must)
- Employment period: 15 June–31 July

#### **(b) Sustainability Intern (Research)**

##### Duties and Responsibilities

- Conduct a desktop research on carbon neutral plans (for example, carbon reduction and offset measures) of both local and overseas universities
- Conduct preliminary evaluation on the feasibility of implementing the above measures at CUHK
- Support data collection and analysis
- Give a presentation on the overall findings
- Submit a comprehensive report

### Requirements

- CUHK undergraduate or postgraduate students in sustainability-related curriculum
- Strong interest in the research topic
- Good time management
- Detail-minded, organized, proactive and a quick learner
- Good data management and analytical skills
- Excellent English language skills; Chinese language skills an advantage but not essential
- Employment period: 6–31 July

### **Internship Terms**

2. The successful applicants will be expected to work up to 39 hours per week. They will receive a monthly allowance. A certificate of completion will also be issued to the interns with satisfactory performance.

### **Application**

3. Interested students should send a resume with covering letter to [cpsso@cuhk.edu.hk](mailto:cpsso@cuhk.edu.hk) by Friday, 8 May 2020. Please quote ‘Sustainability Internship (Summer 2020)’ as the email subject. Shortlisted candidates will be invited for an interview in early June.

### **Enquiries**

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