

# Calvin Energy Recovery Fund (CERF)

## Internship Job Description (AY 2011-12)

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**Position:** CERF Intern

**Department:** Engineering/ESC

**Supervisor:** Professor Heun, ENGR

**Wages:** \$10.00/hour

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**Job Summary:** The Calvin Energy Recovery Fund (CERF) is a revolving fund used to improve energy efficiency and reduce carbon dioxide emissions on campus. The energy savings from CERF projects are routed back into the fund for five years after project payoff—thereby growing the fund to support future projects. The CERF intern assists in administering the CERF and implementing CERF projects under the guidance of the faculty Environmental Stewardship Committee (ESC). Tasks performed by the intern include:

- Publicizing CERF projects on campus
- Soliciting CERF project ideas from the college community
- Communicating with physical plant, CIT, or other entities who will be implementing CERF projects on campus
- Analyzing potential CERF projects for both financial and energy considerations
- Reporting to faculty ESC on CERF activities
- Compiling quarterly and an annual, publically-published CERF report
- Recommending to ESC new projects that should be pursued under CERF
- Keeping detailed records of CERF projects in an online archive
- Collecting data for the Calvin Sustainability Scorecard (CSS)
- Supporting CERF-related sustainability activities on campus

The CERF intern will also be a primary candidate for a full-time internship with Midwest Energy Group for the summer of 2011. Midwest is an energy services provider that specializes in design, installation, and implementation of solutions that improve energy and operational efficiency. If possible, a relationship between CERF and Midwest will continue through the CERF internship during the academic year.

**Schedule:** The intern will work 8 to 12 hours per week, with flexibility around exam times.

**Minimum Experience:** Candidates should have sophomore standing, should have strong performance in math, science, and economics courses, and should have proficiency with MS Office software (Excel, Word, and PowerPoint).

**Required Skills:** Candidates will be expected to do energy efficiency calculations and economic evaluations of energy efficiency projects. Candidates must have good communication skills.

**To Apply:** Applicants must submit a resume and cover letter to Professor Heun (SB140, [mkh2@calvin.edu](mailto:mkh2@calvin.edu)).

**Application Deadline:** 19 April 2011.