

Job Title: Sustainability & LEED Intern

Office Location: Remote, Downtown Los Angeles, Pasadena, San Francisco, or San Diego

Verdical · (vər-dək-(ə)l) · *n.* an upward trend in positive environmental impact

WHO WE ARE

- Verdical Group is a leading sustainability consulting firm focused on decarbonizing the built environment. We've developed a nationally known brand and industry leading reputation since the company was founded in 2012.
- We specialize in the following services:
 - **Engineering:** energy modeling, daylight modeling, life cycle assessment, commissioning
 - **Green Building Certifications:** LEED, Fitwel, WELL, Living Building Challenge, CALGreen
 - **Sustainability Strategy:** net zero, zero carbon, program management
 - **Events:** we produce the nation's largest annual [Net Zero Building Conference](#).
- Our core values include: environmentalism, fun, inspiration, adventure, and continuous learning.
- We have offices in Los Angeles, Pasadena, San Francisco, and San Diego.
- Incorporated as a benefit corporation, and a high-scoring [Certified B Corporation](#), we meet rigorous standards of social and environmental performance, accountability, and transparency.
- A 1% for the Planet [Member Company](#): we walk the talk - donating 1% of our annual revenue, not just profit, to environmental nonprofit organizations.
- Committed to antiracism: our diverse team is one of our greatest assets.
- Visit us at www.verdicalgroup.com to learn more and watch our About Us video [here](#).

WHO YOU ARE

- An all-star talent who wants to work as part of a highly respected and growing team.
- You are committed to making a positive social and environmental impact on the world.
- An inspired change maker who wants to work in a fast-paced start-up environment.
- A strong writer and verbal communicator with a fastidious attention to detail and flawless follow-up.
- You are interested in gaining exposure to corporate sustainability projects.
- You thrive in a work hard / play hard environment where you're surrounded by likeminded, passionate sustainability professionals who are working to change the world through green building.

REQUIRED QUALIFICATIONS

- Current enrollment in an undergraduate or graduate program of study for the full duration of the internship program.
 - o If college credit is not available, you will need to provide written documentation from the school stating that the internship is approved and/or sponsored by the school as educationally relevant.
- Major or specialization in a related field of study
- Demonstrated interest in the green building industry
- Software proficiency: Microsoft Word, Excel and PowerPoint
- Strong writing and communication skills
- Self-starter, able to work independently in a dynamic work environment

PREFERRED QUALIFICATIONS (NOT REQUIRED)

- LEED Green Associate (GA) credential, or LEED Accredited Professional (AP) with specialty credential (BD+C, ID+C, or O+M preferred)
- Energy modeling, daylight modeling, lighting design, and/or life-cycle assessment carbon calculations experience

BENEFITS

- Exposure to work in the green building/sustainability industry
- Work directly with Verdical Group's Project Management Team
- Exposure to cutting-edge sustainable design work, events, and technologies
- Your name listed as the author on published articles on our website
- Attend industry events and visit project sites
- A fun virtual team culture full of hang-outs and peer learning ("VG University")

APPLY

- Send an email with both PDF cover letter and resume attached to: applicants@verdicalgroup.com
- Title both the combined PDF and the email "Sustainability-LEED Intern-[Your Name]"
- Please note how many months you are available for the internship.
- We welcome applicants of all backgrounds.

THE INTERNSHIP PROGRAM

- Verdical Group's internships are unpaid with the potential to transition into a full-time position pending performance and position availability.
- The time commitment for this position is roughly 16-20 hours per week.
- Our internships are designed for proactive and passionate rising stars who can contribute to our team in the ways they are most passionate about. Interns can propose projects they would like to work on with approval.
- The intern will primarily work remotely from a home office, with the option to come into our Downtown LA, Pasadena, San Diego, San Francisco, or Oakland offices occasionally.
- The intern is responsible for supplying their own cell phone and laptop to complete internship assignments.
- Intern responsibilities may include the following assignments:
 - o Contributing to LEED credit documentation and research
 - o Participating in weekly VG full team meetings
 - o Preparing presentation slide decks
 - o Updating VG impact metrics data, including energy, water, waste and education
 - o Creating LEED, WELL, Living Building Challenge templates and resources
 - o Writing VG blog articles
 - o Formatting VG internal documents and templates
 - o Supporting conference outreach and marketing
 - o Learning VG project management best practices
 - o Preparing for a green building credential exam (if applicable)