GIVE YOUR SUSTAINABILITY PROJECT A BOOST.

HOST A GREEN STEPS INTERN

TURN TALK INTO ACTION

GREEN STEPS INTERNSHIPS
Green Steps’ award-winning university program connects talented students and forward thinking organisations to improve environmental sustainability in the workplace.

Over the past 13 years the Green Steps internship program has facilitated more than 600 environmental projects and initiatives in over 400 organisations across Australia.

What is the Green Steps Program?
Green Steps is a not-for-profit education program delivered through the Monash Sustainability Institute. Established in 2000, Green Steps supports organisations to reduce their environmental impact through skills training and project support.

Green Steps partners with a number of Australian and international universities to deliver its Green Steps @ Uni program. This is an extra-curricular program aimed at providing a select group of students with the practical skills, knowledge and support to work with organisations on real-life environmental sustainability projects.

Who are the Green Steps Interns?
Interns are selected from a wide range of disciplines and ages and all share a commitment to living and working in a sustainable world. They are vigorously vetted through an application and interview process to be accepted onto the program.

What Kind of Projects do Interns Work on?
Projects can vary greatly depending on your organisation’s needs. Projects students have worked on include:

- Energy audits
- ‘Green Office’ programs
- Green procurement policies
- Communicating sustainability
- Behaviour change programs
- Research projects
- Staff education
- Waste audits
- Carbon accounting & reporting
- Water conservation & usage
- Writing environmental policies
- Sustainable events policy
- Operations assessments
- Business case for sustainability
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**BENEFITS FOR ORGANISATIONS**

**Adds capacity to your team** - by taking on an intern to work on your future projects

**Identify cost savings** - interns are trained to identify opportunities for efficiency savings which has resulted in cost reductions for many hosts

**Getting a fresh perspective** - interns are diverse in study backgrounds and bring new knowledge and ideas to the project

**Reduce HR & administration barriers** - Monash University provides intern insurance while on site

**Talent at your doorstep** - many host organisations use the Green Steps program to recruit new staff into their teams

**BENEFITS FOR STUDENTS**

**Learning practical sustainability skills** - sustainability skills are relevant to anyone, regardless of study area, job or industry

**Gaining real experience and networks** - through working on live projects

**Being part of the solution** - Green Steps skills stay with participants for life

The Green Steps Program has given me the skills to initiate change in organisations and even beyond! This is because we practiced the skills instead of being told about them, which has given me confidence in my own ability.

- 2012 Participant, Macquarie University Program

**INTERNS IN ACTION**

**Dulux Group (VIC)**

**Project** - To collect information on raw materials and speak to recycling companies to assess the recycling capabilities of Dulux Powder Coating waste.

**Outcomes** -
- Established that recycling of packaging was not economically viable
- Connected Dulux and Boral in discussions over sludge disposal, which makes up half of Dulux Powders’ annual waste
- Identified annual savings of $18,000 in energy costs by switching off machines when not in use

“The main benefit of having a Green Steps intern was that we now have a definitive answer to questions that no one had time to answer. We were also able to save money and reduce our carbon footprint slightly with the energy reduction ideas.”

Production Supervisor, Dulux Group

**Corinda State High School (QLD)**

**Project** - To create carbon reduction goals, an environmental policy and research access to grants for the school’s new ‘Project Carbon Neutral’ initiative.

**Outcomes** -
- Engaged local group ‘Energetic Communities’ to conduct an accredited carbon footprint and energy audit
- Created a draft recycling and waste management action plan
- Secured a $15,000 grant from NAB’s Schools First funding program

“The Green Steps intern brought in new ideas and introduced us to local community groups that are now bringing us closer to achieving our goals. It has been invaluable to have an intern on board.”

Principal, Corinda State High School
HOW DO I HOST AN INTERN?

1. First submit a project brief outlining the details of your project. This can be downloaded at: [http://tinyurl.com/hostbrief](http://tinyurl.com/hostbrief)
2. Green Steps will circulate the brief to current students who will apply for the position.
3. You will assess applicants, interview students and select the appropriate candidate. Start date and schedule can be negotiated with the chosen student.
4. Sign an agreement with Monash University before the internship commencement date.

NB: Allow 3-5 weeks for this process.

WHEN ARE THEY AVAILABLE?

Interns are available throughout the year (with some exceptions during exam periods in June and November). Full time internships (15 days over three weeks) are generally undertaken between December - March, and in July.

WHERE ARE INTERNS BASED?

Interns are currently based in Melbourne, Sydney, Brisbane and Adelaide. See below for all universities we partner with. Hosts outside of these regions may still get access to interns, however additional travel and accommodation fees must be covered by the host.

COST TO HOST AN INTERN

<table>
<thead>
<tr>
<th>ORGANISATION TYPE</th>
<th>COST</th>
</tr>
</thead>
<tbody>
<tr>
<td>Businesses; local councils; federal/</td>
<td>$3,500 +GST</td>
</tr>
<tr>
<td>state government departments</td>
<td></td>
</tr>
<tr>
<td>Not for profits; schools</td>
<td>$1,750 +GST</td>
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WHAT DOES THIS COST INCLUDE?

- Fully trained intern for 15-days of consultancy work
- Relevant workplace insurance
- A stipend payment to the intern of $750
- Support for yourself and the student throughout the placement from the Green Steps team

UNIVERSITY PARTNERS

- Griffith University
- University of Exeter
- ANU
- Charles Sturt University
- UTS
- Monash University
- The University of Warwick
- Macquarie University
- La Trobe University Australia

GET IN TOUCH

Helena Schulze
Green Steps Marketing Coordinator
+61 (03) 9902 6282
+61 (0) 418 394 599
helena.schulze@greensteps.edu.au

[GreenStepsAustralia](http://www.greensteps.edu.au)