



## **SEEDS Sustainability Intern Job Description**

SEEDS (Sustainable Energy Education & Development Support) is seeking 2025 Sustainability Interns to further implement The Energy Awareness Action Movement: TEAAM. This program offers free home energy efficiency assessments to residents in Northeast PA with the goal of helping them to save money and energy.

The Sustainability Interns will:

- Be trained in basic residential energy assessment methods.
- Perform basic residential energy assessments alongside SEEDS trained volunteers
- Help generate reports
- Update project data
- Help perform follow-ups with clients
- Be encouraged to offer advice and skills to improve our program

SEEDS is a community-based organization in Northeastern Pennsylvania committed to developing a local renewable energy infrastructure and promoting more sustainable living in our area. A non-profit corporation formed in the spring 2008, SEEDS has federal 501(c)(3) tax status. To further its aims, SEEDS collaborates with other community organizations whenever possible.

### ***Description:***

The SEEDS Home Energy Assessment Program called The Energy Awareness Action Movement program (TEAAM) reviews the efficiency of a home, using a comprehensive whole-building approach to help homeowners improve the comfort and energy efficiency of their home. Trained SEEDS volunteers and interns assist homeowners in determining the cause of problems they may be experiencing with heat loss, air infiltration, moisture issues, and the high energy cost for heating and cooling. They then provide recommendations homeowners can take to help reduce energy bills. Since 2011, this educational and informative program has helped over 275 homeowners lower their energy costs.

The SEEDS Sustainability Interns will help implement this program by attending assessment training, completing basic energy assessments accompanied by trained SEEDS volunteers, and will follow-up with the clients.

**Skills:** Applicants should have good oral and written communication skills and computer literacy. A working knowledge of environmental issues and policies is helpful but not necessary.

**Location:** Wayne, Pike, and Monroe Counties. Headquarters are in Honesdale, PA. Reliable transportation is required.

**Dates:** Training May 20, 28, 30, June 3, 4, and 6

Assessment work: June 9 through end of August (end date flexible depending upon applicant's school schedule)

**Hours:** Average 20 hours per week (some hours are flexible and virtual).

**Compensation:** \$15 an hour

**Benefits:** Mileage reimbursement at the current IRS rate will be provided for pre-approved travel needed outside of commute to SEEDS office. Valid Driver's License required.

No health insurance is provided.

**Application:** <https://seedsgroup.net/wp-content/uploads/2025/01/2025-Intern-position-application.pdf>

**Application deadline:** May 2, 2025

**Questions? Contact:** Katharine Dodge, [kathy@seedsgroup.net](mailto:kathy@seedsgroup.net)

*SEEDS is an Equal Opportunity Employer and does not discriminate on the basis of sex, race, age, national origin, ethnic background, disability or any other characteristic protected by law.*