

USDN 2020 Equity Diversity Inclusion (EDI) Fellowship Program

Overview

The Urban Sustainability Directors Network (USDN) is pleased to offer summer 2020 fellowship opportunities with local governments. Fellows will receive a valuable learning experience while helping local governments advance sustainability and inclusion goals.

2020 fellowships are available with the City of Columbia (MO), the City of Fort Collins (CO), the City of Lawrence and Douglas County (KS), Miami-Dade County (FL), the City of San Diego (CA), and the City of Tempe (AZ). USDN anticipates offering up to two additional fellowship positions in late April or early May. We are accepting applications on a rolling basis, with priority given to applications received by May 8.

In response to the coronavirus pandemic, the 2020 fellowships will be variable and flexible. USDN and host sites will work with selected candidates to identify start and end dates, remote versus in person work status, and part-time versus full-time schedules.



2019 USDN EDI Fellows presenting their work at the USDN Annual Meeting

All fellowship positions include:

- A living wage or higher for the fellowship location
- A flexible employment timeline, with up to 480 hours of work throughout summer (and potentially fall) 2020 (start and end dates TBD by host and fellows)

- The experience of working in a local government sustainability program on a well-defined project that advances a community's sustainability and equity goals
- A project that is inclusive of underserved and under-represented communities and responsive to their needs and priorities
- Mentorship from Desiree Williams Rajee and participation in a national learning cohort of USDN EDI fellows
- Access to all USDN member discussions and products
- Membership in an informal network of past and current EDI fellows

Requirements

Broad requirements for all fellowship projects are listed below. Each local government project also has specific requirements.

- Be passionate about sustainability and/or the environment
- Be new to the sustainability field of work or interested in exploring a career in sustainability
- Have the skills required to match the needs of the projects for which you apply
- Have excellent written and verbal communication skills, including the ability to relate to, communicate with, and learn from racially, ethnically, and socioeconomically diverse communities
- Have experience working with multiple communities, including communities of color
- Have experience considering the impacts of projects on multiple communities, including communities of color
- Commit to working for the entire duration of the fellowship
- Commit to participating actively in the cohort learning and mentoring programs
- Commit to maintaining the privacy of cohort and USDN discussions
- Complete a one-page summary blog post and program evaluation form at the conclusion of the fellowship to reflect on your experience
- Make a presentation on your work to USDN members

To Apply

Applications should be sent to the Urban Sustainability Directors Network at <fellowship@usdn.org>. Please include the name of the community or communities with which you are seeking a fellowship in the email subject line. People of color are encouraged to apply.

Applications should include:

- Completed and signed application form available for download [here](#)
- Current resume

Application review will occur on a rolling basis, with priority given to applications received by May 8. All applicants will be notified of selection decisions.

Thank you for your interest!

USDN Fellowship with the City of Lawrence and Douglas County, KS

Exploring Climate Vulnerabilities Fellow, Office of Sustainability

Fellowship Summary

Overview the fellow's responsibilities

The focus of this fellowship will be identifying communities most impacted by climate change, inventorying current local climate adaptation policies, and engaging with priority communities in conversation about climate vulnerabilities and adaptation strategies.

Project Background

The Sustainability Office of City of Lawrence and Douglas County is beginning a community process to develop a Climate Action and Adaptation Plan (CAAP) in 2020. Engagement from a wide variety of community voices and perspectives will be integral to developing the CAAP. This will be the first time the community will explore climate vulnerabilities, and develop strategies (both immediate and longer term) to prepare natural and built environments (neighborhoods, buildings, and public infrastructure) and people to be more resilient to the impacts of climate change. There is an urgent need for community awareness, collaboration, and meaningful action to address climate adaptation and resilience. Pressing among these issues is the need to learn from and prepare those within our community who will be most impacted by climate change (extreme flooding and extreme heat). The public launch of community engagement will begin in summer 2020. We will experiment with creative ways to engage community during/following a pandemic, including art, story collection, games, and meeting people where they are. The focus of this fellowship will be identifying communities most impacted by climate change, inventorying current climate adaptation policies, and engaging with priority communities in conversation about climate vulnerabilities and adaptation strategies.

Team Description

The Fellow will be a part of the Office of Sustainability team, made up of the Sustainability Director, Sustainability and Food System Analyst, and one Sustainability intern. Our office is small, and the focus of all our work will be the CAAP this summer. The Fellow will also interact with city and county staff, community members, and the Sustainability Advisory Board.

Job Description

Scope of Work

Goal 1: Complete a scan of communities most impacted by climate change.

Strategy:

- 1. Become familiar with community demographics.*
- 2. Utilize national, regional, and local data sources to explore exposure to climate hazards.*
- 3. Work in partnership with staff and community connections to identify grassroots, community, and/or neighborhood associations representing most the vulnerable communities for targeted engagement.*

Timeframe: 3 weeks

Deliverables: List/maps of groups most impacted by localized climate change. List of front line community and neighborhood leaders, organizations, and associations for priority engagement.

Goal 2: Inventory current local government policies and practices that account for climate change hazards and vulnerabilities.

Strategy:

1. *Based on climate vulnerabilities data (qualitative and quantitative), research current policies in place to support adaptation.*
2. *Interview staff in departments with close ties to the vulnerabilities, e.g. Emergency Management, Public Works, and Planning.*

Timeframe: 4 weeks

Deliverables: Report and brief on current climate adaptation policies and practices.

Goal 3: Assist Sustainability Office with the planning and execution of climate vulnerability engagement with communities most impacted by climate change.

Strategy:

1. *Develop a priority equity engagement action plan in partnership with the Sustainability Office and community partners.*
2. *Plan, in partnership with communities most impacted by climate change, at least two events/approaches to engage priority groups to discuss vulnerabilities and adaptation strategies.*
3. *Assist with climate vulnerability engagement events/ activities.*
4. *Based on community engagement, identify opportunities for policy change to strengthen climate adaptation, with an equity lens.*

Timeframe: 6-8 weeks, overlapping with Goal 2

Deliverables: Priority engagement plan and reflections on which methods for targeted engagement worked best. Report and briefing of gathered community input with recommendations to incorporate into CAAP strategies. Recommendations for how to advance equitable climate adaptation policies in local government.

Goal 4: Professional and Personal Development

Strategy:

1. *Participate in bi-weekly conversations with Sustainability Director, focused on professional development, culturally specific navigation of local government space, and personal development.*
2. *Inventory personal strengths and identify personal values.*
3. *Identify careers of interest and people currently in those careers.*
4. *Conduct informational interviews with at least three people in careers of interest.*

Timeframe: 13 weeks

Deliverable: Increased confidence about next professional steps.

Desired Skills

Successful candidates will be able to demonstrate some combination of the following skills, experiences, and abilities:

- An understanding of the concepts of institutional and structural racism and bias and their impact on underserved and underrepresented communities.
- Excellent written and verbal communication skills, with the ability to flex communication styles to multiple cultural environments, and present to and engage with diverse audiences, specifically racially, ethnically, and socioeconomically diverse communities.
- Ability to find, compile, and summarize existing research and data.
- Proficiency with Microsoft Office programs and ability to create clear, concise, and high quality documents, graphs, tables and presentations.
- An interest in developing equitable policies to advance social and climate goals.

- Ties to Douglas County or surrounding region

Professional Development and Support

- Personal and professional development is considered a part of the Fellow's scope of work.
- The Fellow will have an individualized training plan, which will include orientation to local government, local community and cultural resources, sustainability, equity, workplace expectations, and other topic-specific trainings.
- The Fellow will be introduced to the city and county management teams very early on in order to establish credibility and awareness of the project scope. The Fellow will also take tours of City Hall, County facilities, and the community as a whole.
- Work space will be provided for the Fellow in the Sustainability office, which will allow for close access and provide opportunities for spontaneous conversations and questions. If local government facilities are closed at any time during the Fellowship period, we will adjust to accommodate working remotely.

Pay Rate and Housing

Wage Per Hour: \$15

Total Hours: 480 hours over 3-5 months

The Sustainability office is located in Lawrence, KS, which has a high percentage of rental property (50%) due to the location of the University of Kansas. If needed, the Office of Sustainability will connect the Fellow with local agencies to provide housing guidance for consideration.