



GLOBAL PHILANTHROPY PARTNERSHIP

1916 N. Mohawk Street, #7 • Chicago, IL 60614

USDN | urban sustainability
directors network

USDN Equity Diversity Inclusion (EDI) Fellowship Program

The Global Philanthropy Partnership (GPP) and the Urban Sustainability Directors Network (USDN) are pleased to offer seven summer 2019 fellowship opportunities with local governments. Fellows will receive a valuable learning experience while helping local governments to advance their sustainability and inclusion goals.

2019 fellowships will be offered with the [City of Baltimore \(MD\)](#), [City of Cleveland \(OH\)](#), [City of Dubuque \(IA\)](#), [City of Fort Collins \(CO\)](#), [Iowa City \(IA\)](#), [City of Philadelphia \(PA\)](#), and [City of Vancouver \(BC\)](#). See the links above and following section of this document for more information on the scope of each currently available fellowship.

Highlights of all eight fellowships include:

- A living wage or higher for the fellowship location
- Full-time employment over the summer (12 weeks)
- 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 under-served 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
- Free attendance at the October 2019 USDN annual meeting (lodging, flight, meals, and the opportunity to meet with more than 200 sustainability professionals from across North America - expenses paid)
- Membership in an informal network of past and current EDI fellows



More information on the Urban Sustainability Directors Network is available at USDN.org.

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 their experience
- Make a presentation on their work at the USDN annual meeting in October 2019 (expenses paid to travel to the USDN annual meeting)

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 (see attached and at USDN.org)
- Current resume

The application period will now be open through late April 2019. However, review of applications will begin in late March and Host Cities may make hiring decisions. All applicants will be notified of selection decisions. For additional information, please email Sarah McKinstry-Wu, USDN Strategic Projects Manager, at sarahmckinstrywu@usdn.org. Thank you for your interest!



USDN Managing Director, Nils Moe, introducing a panel of fellows at the 2016 USDN Annual Meeting

USDN Fellowship with the City of Fort Collins (CO) *Climate Equity Engagement Initiative Fellow*

Fellowship Summary

The Climate Equity Engagement Fellow will assist in engaging historically under-represented and underserved community members in the development of Fort Collins' first Climate Action Plan (CAP). The fellow will connect with target communities in a positive and impactful way to ensure that as the CAP is developed and implemented, it incorporates meaningful engagement throughout an inclusive process.

Project Background

Fort Collins has some of the nation's most aspirational climate action goals: become one of the most energy efficient cities and reach carbon neutrality by 2050. To achieve these long-term goals, Fort Collins has set interim goals as well - 20% below 2005 by 2020 and 80% by 2030. Although Fort Collins has experienced recent gains in advancing equity, we haven't yet had an opportunity to consistently embed an equity lens into our planning processes. In 2019 and 2020, the City of Fort Collins will update our Climate Action Plan (CAP), Energy Policy and Road to Zero Waste Plan (RTZW). For the first time, these plans will be developed together with an equity lens and highlight both mitigation and resilience efforts. Staff plans to spend the first 6-8 months of 2019 co-creating the planning scope and then formally kicking off the planning process in the fall of 2019 once the scope is refined.

Finally, Fort Collins is leading a USDN Innovation Grant with eight other U.S. cities to support communities who are beginning to work at the nexus of mitigation (reducing our emissions), resilience (preparing for and adapting to the impacts of climate change), and equity (both how we engage with our community but also how our community influences and creates solutions with government). This fellow will have the opportunity to participate in these efforts, as time allows.

Read more:

- [City of Fort Collins Budget Offer 43.12](#) on the Climate Action Plan and Energy Policy Update (see page 182) outlines the City's proposed planning process including a key question the planning process is intended to answer - "what are the most-effective, pragmatic and equitable initiatives in this timeframe?"
- [Climate Action webpage](#)
- [Sustainability Services Area webpage](#) - outlines how the City has organized its sustainability efforts around the triple bottom line to include three departments - Environmental Services, Social Sustainability, and Economic Health
- [Equity and Inclusion webpage](#) - page dedicated to how the City embeds equity and inclusion into our work
- [City of Fort Collins Strategic Plan](#) (see page 18 for Strategic Objective 1.4 focused on co-creating a more inclusive and equitable community)

Team Description

Fort Collins' Sustainability Service Area was established in 2012 and truly represents the triple bottom line with the Environmental Services, Economic Health, and Social Departments all within the same area. Within these departments, teams focus on implementing the City's approach to climate action, air quality, waste reduction and recycling, business engagement, the climate economy, equity and inclusion, housing affordability, homelessness, and municipal sustainability. The fellow will report to the Climate Program Manager, within the Environmental Services Department. The fellow will also be integrated into the city's CAP teams, including CAP Messaging and Engagement and one of our internal Equity Teams, which is centered on finding ways to enhance representative and inclusive public participation.

Job Description

To support the update to the Climate Action Plan and Energy Policy, the goal of the fellowship is two-fold:

- The fellow will support the co-creation of the planning process scope; and
- The fellow will support the project team in developing positive and lasting relationships with the target communities.

More specifically, the fellow will work with review, analyze and assess demographic data in relation to prior outreach both citywide and CAP-specific; identify gaps of demographic populations engaged and support the creation of a tracking system to collect demographic and effectiveness data from the start in this planning process. In addition, the fellow will build upon existing contact lists and organizational knowledge, conduct a scan of people and organizations in 3-5 of the most impacted demographic areas, and initiate engagement with these audiences with support from the project team. The final product from this fellowship will be a community engagement plan, developed in concert with City staff, that will be deployed throughout the planning process.

Desired Skills

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

- Experience working directly with or living among people from diverse racial, ethnic, and socioeconomic, backgrounds
- Ability to present to and engage with diverse audiences
- Ability to connect sustainability, environmental issues, and/or climate change to the lived experiences of people of color, disabled, and low-income populations.
- Passionate about climate action, working in local government and finding collaborative solutions to achieving goals.
- Understanding of how people engage differently due to cultural and socioeconomic differences
- Knowledge of Microsoft Office
- Good written and verbal communications skills
- Ability to communicate by phone, email, or in person in one-to-one or group setting
- Ability to analyze and recommend solutions to management and organizational problems
- People of color are encouraged to apply
- Bilingual Spanish preferred

Professional Development and Support

Sustainability Services is a very supportive and welcoming environment. The fellow will have a primary mentor and supervisor, the Climate Program Manager, who will provide general support and resources available to be successful. Fellow will be provided onboarding and orientation of the organization and City to help develop a network of people with City Departments and community partners. The fellow will also have additional mentoring and training opportunities through the partnership with the Social Sustainability Department, and specifically the City's Equity and Inclusion Coordinator. The fellow will also have access and engage the Sustainability team and Chief Sustainability Officer in a supportive and connected work atmosphere.

In addition, the selected candidate will participate in Sustainability, Environmental Services and Climate Team activities while at the City; and provide honest, candid feedback about their experience. Participation in high-level discussions around Climate Policy and approaches will also be part of the fellow's experience. It is expected that the fellow will present their work to the CAP Executive Team which includes the Deputy City Manager; Chief Sustainability Officer; Utilities Executive Director; Chief Financial Officer; Director of Planning, Development and Transportation; and the Environmental Services Director. In addition, staff will support the fellow in presenting a staff report to City Council to share the purpose and discuss the results of the fellowship. A Climate Team member or other city staff member will accompany the fellow in community engagement efforts and/or provide the appropriate level of support the fellow needs to ensure success.

The City anticipates the Fellowship will provide the fellow with many benefits including professional experience working in municipal government, building network of public and nonprofit community groups, and an expanded knowledge and experience from being directly involved in the development of a Climate Action Plan and Energy Policy update that has equity as a guiding framework.

Pay Rate and Housing

This fellow will receive a stipend of \$15.00 an hour. Guidance on housing opportunities can be provided for the fellow, if needed. While Fort Collins does currently have housing shortages, the organization is well-positioned to assist and help secure lodging for the fellow. The City has a variety of strategies to deploy to help ensure they are housed in a situation that is comfortable and accessible for them, including connecting them with a Homeshare program managed by the nonprofit Neighbor 2 Neighbor; helping secure a summer sublet; and more depending on the circumstances of the selected candidate.