



**SF Environment**

**Our home. Our city. Our planet.**

A Department of the City and County of San Francisco



GAVIN NEWSOM  
Mayor

DAVID ASSMANN  
Acting Director

**GREEN PRODUCTS & BUILDINGS INTERNSHIP WITH SF DEPT. OF ENVIRONMENT (SFE)**

**SALARY:** Unpaid

**APPLY BY:** May 10

**START DATE:** either between April 30-May 10 OR on June 4, 2010

**DURATION:** At least 20 hrs/week, 1 month (must be at SFE 8+ hrs/week on a Mon. or Fri.; telecommute other days)

**HOW YOU'LL MAKE A DIFFERENCE**

Did you know more than 80,000 chemicals in use have not been fully assessed for toxic impacts on human health?

1. Help the public, 28,000 SF City staff & over 100 SF Green Businesses buy less pollution with every purchase.
2. Help create the nation's first green building design guidelines to prevent pests & pesticide use.
3. Research green products that may be recommended to City staff.

**PROFESSIONAL DEVELOPMENT**

- Get trained on what it's like to get SF City Depts to buy green. Creating contracts to get good prices for green products can be just as important creating laws. Attend meetings on lighting & green cleaning, etc.
- Gain knowledge on green purchasing (life cycle analysis, producer & consumer responsibility, worker health).
- In June, participate in a presentation to all SFE staff on how you helped create the new SF Approved website of green products.
- In July, attend consultations where SFE asks City Depts. how we can help them do the right thing & buy green.

**PROJECTS (listed in order of priority)**

Make it easy for everyone do the right thing & buy green.

**Help SFE create a new website for SF Approved products.**

It's where to get over 1,000 products that:

- o Are popular with City staff & worked well.
- o Can save you money & protect our health & environment more than some ecolabels (e.g., Energy Star).

**Chances are you'll end up with a job or research project someday to manage lots of data. Find out how databases can be more user-friendly than spreadsheets.**

1. **Play a key role in making it easy for the public to learn more about SF Approved products.** While doing data entry, you'll:
  - o Learn about various ecolabels.
  - o Get access to exclusive hazards data on 60,000 chemicals, thanks to [GoodGuide.com](http://GoodGuide.com)!
  - o Find photos, vendors, SFE's Pesticide Hazard research.
2. **Boost your resume with tech skills:** help SFE find & setup a web screen capture to train SFE staff & consultants on how to use [SFApproved.org/Administrator](http://SFApproved.org/Administrator) to search or research products, ecolabels, standards, laws evaluated by SFE.

Did you know green buildings can attract pests & lead to more pesticide use? For example, some green building features are the perfect home for unwanted pigeons.

**Help create the nation's first green building design database to prevent pests & pesticide use.**

**WHO YOU'LL WORK WITH**

Jessian Choy can often be found on weekend nights researching toxic products to ban from her house.

She completely understands that everyone can't be as obsessive-compulsive about being green.

That's why she has helped organizations create & (more importantly) enforce green policies for over 10 years.

She:

- Has mentored 9 interns over the last 8 years
- Shares the work that interns have to do (data entry).
- Encourages interns to share what they like and what they'd like to change about their internship.

Chris Geiger:

- PhD in Entomology
- 15 years in integrated pest management (int'l, nat'l, rural, urban).
- Co-developed a sustainable food policy for SF.



**PROJECTS (listed in order of priority)**

Your research on the following will be reviewed by national leaders in green building & pest control:

- 1) Description of tactic,
- 2) Pests affected,
- 3) Evidence of effectiveness (both scientific and anecdotal)
- 4) Sources of information,
- 5) Potential health & environmental impacts of tactic (for example, silica dust may be an inhalation hazard),
- 6) Compatibility with other design goals (e.g., sealing weep holes in windows to exclude mites may result in problems with moisture and rot), and research needs.

**WHO YOU'LL WORK WITH**

- Led SF to be the first city to require staff to buy Climate Savers or Energy Star servers; EPEAT Gold.
- Helped SF be the first city to require vendors to disclose the level of toxic mercury in their products.
- Key player in developing the nat'l EcoWise *certification*.
- On national committees that influence green product criteria:
  - US Green Building Council LEED Materials & Resources
  - Responsible Purchasing Network

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**Research battery recycling options for SF City Depts. that help get manufacturers to pay the bill or cost the City the least.**

Jessian Choy

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**Potential research:**

Chris Geiger & Jessian Choy

- Carpet
  - Graffiti removers
  - Janitorial cleaning products
  - Janitorial equipment
  - Janitorial floor care products
  - Janitorial paper products
  - Office supplies
  - Paints - architectural
  - Street cleaning detergents
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**THE IDEAL CANDIDATE WILL:**

- Have experience with at two of the following areas: toxicology; chemistry; life cycle analysis; research; outreach; data entry.
- Have excellent research, organizational, project management, problem-solving, writing, communication, office etiquette skills.
- Have a track record of taking initiative; multi-tasking; attention to detail; active listening.
- Have some college experience.
- Be tech savvy (including database or intermediate Microsoft Excel and Word skills).

**HOW TO APPLY: Please email to [jessian.choy@sfgov.org](mailto:jessian.choy@sfgov.org):**

1. A cover letter stating:
  - a. Your experience and/or interest in working on any of the projects above.
  - b. Your experience with: toxicology, chemistry, life cycle analysis, research, outreach, data entry.
  - c. When you took initiative to implement more efficient ways to get the job done (e.g., innovative software).
  - d. Writing sample (preferably research on a green product or health or environmental issue)
  - e. Databases you've worked with, or cool things you can do in Microsoft Excel (pivot tables?) and Word.
  - f. DURATION: Hrs/week (min. 20)? No. of months (min. 1)? Can you be at SFE 8+ hrs/week on Mon. or Fri.?
  - g. START DATE: either between April 30-May 10 OR on June 4.
2. Resume
3. Two references (ideally; people you reported to and/or to worked with on research, outreach, databases).
4. SFE Intern Application (1 page): [sfenvironment.org/our\\_sfenvironment/intern\\_application.html](http://sfenvironment.org/our_sfenvironment/intern_application.html)

**ONLY CANDIDATES WHO ARE INVITED FOR AN INTERVIEW WILL BE CONTACTED.**

**SFE is an Equal Opportunity Employer—Minorities; Women; and Persons with Disabilities Are Encouraged To Apply**