Sustainability Fellowship
Municipal Greenhouse Gas Emissions Inventory
Town of Exeter, New Hampshire

About the Sustainability Fellows Program:
UNH Sustainability Fellowships pair exceptional students from across the U.S. with municipal, educational, corporate, and non-profit partners in New England to work on transformative sustainability initiatives each summer. Sustainability Fellows undertake challenging projects that are designed to create an immediate impact, offer a quality learning experience, and foster meaningful collaboration. Fellows work on-site with their mentors at partner organizations during the summer, supported by a network of Fellows, partners, alumni, and the UNH Team. Graduate students, exceptional undergraduate students, and recent graduates from any accredited college or university are eligible to apply.

A detailed description of one Fellowship follows. To learn more about the other Fellowships offered this year, and for application instructions, see: www.sustainableunh.unh.edu/sustainability-fellows.

About the Host Organization:
The Town of Exeter NH is a NH municipality with a Select Board/Town Manager (SB2) form of government. Exeter has been very active in their desire to become a more sustainable community. The Town has recently established an Energy Committee (2017), a Facilities Committee (2018), and a Sustainability Committee (2019) that are all working toward a more sustainable future for Exeter. Some projects have included an LED retrofit of the Town's streetlights, the installation of solar panels at the Department of Public Works, and examining all energy efficient options when designing new facilities such as the Recreation Complex and Library addition.

About the Fellowship:
The Town of Exeter is committed to creating a more sustainable future and has developed several studies on the effects of climate change, sea level rise, land use planning, and has recently updated their Master Plan in 2018. The updated Master Plan includes numerous goals and objectives to be a resilient community and to allow growth in a responsible manner that promotes social well-being, wise use of natural resources and long term economic security.

In an effort to keep this momentum going, the Town seeks a Sustainability Fellow to conduct a greenhouse gas emissions inventory and devise strategies to reduce the carbon footprint of our municipal operations. The project will include a set of recommendations that the Town will implement in the coming years to reduce our dependence on fossil
fuels and make our operation more efficient and sustainable. This project will set the stage for a town wide inventory in the future and to show our residents and surrounding municipalities that the Town of Exeter will “walk the walk” and lead by example in becoming a more sustainable and resilient community.

**Outcomes:**
The anticipated outcomes of the project will be to 1) conduct a municipal operations greenhouse gas inventory, 2) identify reasonably achievable targets to reduce the municipality’s greenhouse gas (GHG) emissions, and 3) recommend specific implementation strategies to achieve the targets to reduce Exeter's GHG use.

Tangible products will include 1) an MS Excel GHG Master Workbook, with all the formulas, emissions factors, and data source links, 2) a methodology report, 3) an Executive Summary of the project findings and 4) a televised presentation to the Select Board on the project.

**Impact:**
1) The Fellow would complete a municipal operation greenhouse gas emissions inventory for the Town of Exeter NH using the Local Government Operations Protocol. The Fellow would gain a solid understanding of municipal operations as the work would involve all municipal departments of the Town. The Fellow would gain experience dealing in a municipal environment that would include interactions with Town staff, volunteer boards and commissions, and elected officials. This experience would be ideal for any individual seeking a career in government or in a private sector position that works with government such as consulting firms.

2) To adequately address climate change and its impact will require a worldwide effort. Promoting action to reduce Exeter’s carbon footprint can be a model for other communities. This project is a stepping stone toward future efforts and commitments from the Town to address climate change and will have a long lasting impact beyond the summer project. It is expected that the Town will implement the strategies and recommendations that result from the project. In other words, this project will become more important as time goes on and the town moves from agenda to action.

**Desired Qualifications:**
- A degree in environmental science and/or policy, or a similar field of study highly desirable
- Experience in a municipal a setting a plus
- Strong public speaking and interpersonal skills to interact with various town staff, elected and appointed officials and the general public
- Well-developed understanding of climate change and its effects
- Advanced Microsoft Excel skills and general computer proficiency
- Self-motivated with a keen interest in and knowledge of sustainability and energy use/production
Work Location: 10 Front St, Exeter NH 03833

Mentors: Dave Sharples, Town Planner

Compensation: $6500
(taxable and distributed on a two-week payroll cycle over the course of the fellowship)

Expectations:
Fellows are expected to be primarily dedicated to their assigned projects throughout the summer, and also participate in a variety of networking activities, professional development opportunities, and presentations coordinated by UNHSI. Specifically, Fellows are expected to:

- Attend a mandatory orientation at UNH prior to the start of the fellowship term, **May 26-28, 2020**. (Travel scholarships may be available for students traveling from outside New England.)
- Work full-time on-site at the partner organization, **June 1 - August 14, 2020**
- Complete 400 hours of work, including work at host site as well as UNHSI activities, between May 26 – August 14, 2020.
- Complete a fellowship project according to the work plan (with adjustments as necessary).
- Participate in weekly webinars or advisory group meetings.
- Present work at mid-term and final poster sessions at UNH on **July 10 and August 7**. (Travel support available.)
- Engage in additional professional development, networking, and advisory activities as offered.
- Provide and receive feedback at the end of the fellowship.

Apply by February 10 at [www.sustainableunh.unh.edu/sustainability-fellows](http://www.sustainableunh.unh.edu/sustainability-fellows).

Questions may be addressed to megan.carney@unh.edu.