**Transition University of St Andrews: Volunteer Task Description**

**Your Role:**

**Position:** Carbon Conversations Promotions Intern

**Aims:** To assist with promotion of our Carbon Conversations programme, which helps people learn about climate change and carbon reduction in a fun and inspiring way (<http://www.transitionsta.org/knowledge-research/carbon-conversations/>)

**Main Tasks:** To promote Carbon Conversations to staff, students and members of the local community via a combination of social media, flyers and posters.

**Time commitment:** 2 hours per week.

**Times of day:** 0900h - 1700h

**Base:** Transition University of St Andrews, Woodburn Place.

**Skills needs:**

 1. Marketing experience

 2. Communications skills

**Benefits to Volunteer:**

 1. Work experience (See attached Skills Map)

 2. Research experience

 3. Marketing and promotion experience

 4. A Transition University of St Andrews volunteer pack

 5. Compatible with Saltire Awards scheme for volunteers aged 12- 25.

**For further information email transition@st-andrews.ac.uk or call 01334 464000**.



**Transition University of St Andrews: Environmental Skills Map**

**Position:** Carbon Conversations Promotions Intern

At Transition University of St Andrews we are keen to ensure that our volunteers receive maximum benefit for their time spent on assisting with our projects. As a consequence, we try to ensure our volunteer positions enhance the skill set of the participants.

We have teamed up with The Institute of Environmental Management and Assessment and the Careers Centre to match our positions with the environmental skills set required for those wishing to work in the environment profession. The table below outlines which training opportunities we think this position offers.

|  |
| --- |
|  Sustainability Skills and Knowledge Set  |
| Knowledge and Understanding | Understand Environmental and Sustainability Principles | **X** |
| Understand Environmental Policy Issues |  |
| Awareness of Environmental Management and Assessment Tools |  |
| Aware of Environmental Legislation and Know How to Assess Compliance |  |
| Aware of Key Business and Commercial Tools |  |
| Analytical Thinking | Collect Data and Undertake Analysis and Evaluation |  |
| Research and Plan Sustainable Solutions |  |
| Communication | Determine Effective Communication Methods | **X** |
| Engage with Stakeholders | **X** |
| Sustainable Practice | Support the Implementation of Environmental Management and/or Assessment Tools |  |
| Propose Ways to Improve Environmental Performance |  |
| Aware of How a Changing Environment Creates Opportunities and Risks for Organisations | **X** |
| Leadership for Change | Support Change in An Organisation | **X** |
| Encourage Others to Improve Sustainability | **X** |



Transition University of St Andrews: Benefit to the Organisation

**Position:** Carbon Conversations Promotions Intern

At Transition University of St Andrews we recognise that our volunteers like to know how they are contributing to the work of our organisation. Most of our volunteers will contribute to many aspects of Transition, however, we have identified this role as being particularly complementary with our **Low Carbon Living** projects.

Through our **Low Carbon Living** projects we aim to increase our knowledge of environmental practice in St Andrews and to provide helpful and practicable solutions to carbon consumption issues. This volunteer position will help us to communicate the importance of everyday lifestyle changes to lowering individual carbon footprints.

We think knowing about individual carbon footprints is important for a number of reasons:

* It acts as a monitor the general knowledge of the environment in St Andrews
* It involves all members of the community in action against climate change
* It contributes simple solutions to complex problems

