



## INTERN ANNOUNCEMENT

Environmental Purchasing Research Intern

Location: Virtual

Post Date: April 3, 2014

### Organizational Overview:

Practice Greenhealth (PGH), is the nation's leading membership and networking organization for institutions in the healthcare community that have made a commitment to sustainable, environmentally friendly practices. Members include hospitals, healthcare systems, businesses and other stakeholders engaged in the greening of healthcare to improve the health of patients, staff and the environment.

### Intern Overview:

Although based in Reston, Virginia, the Practice Greenhealth intern position can be based at any location and will report to the Director of the Environmental Purchasing Program in Northern California. The intern would play a vital role in developing and updating purchasing resources for the health care industry.

### Intern Responsibilities:

- Conduct in-depth research on medical and non-medical products to identify chemical and material contents, environmental attributes, life-cycle impacts, standards and certifications, national and international policies, availability, and existing specifications.
- Write draft environmental questions for Request for Proposals (RFPs) for products and services based on research, interviews and input from technical experts.
- Email and call manufacturers, associations, technical experts and others for product information.
- Participate in discussion calls with advisory members.
- Complete resources that provide environmental attribute questions on health care products and services.

### Qualifications:

- Bachelors degree required, graduate level students interested in health care, purchasing and/or sustainability preferred
- Excellent writing, editing and communication skills
- Proven research experience
- Knowledge of environmental issues and chemicals of concern
- Works well independently and is self-motivated
- Available a minimum of 10 hours/week
- Proficient in MS Office and have access to computer, internet, and telephone. Be able to send and receive documents electronically.

### Timeframe and Compensation:

Intern will work 16 hours/week for 12 weeks under a tight timeline for work results. Hours per week and duration can be negotiated before the start of the internship. Position begins as soon as filled and will pay a stipend of \$2,000 broken into four payments. This is an independent contractor (1099) position. Intern is not an employee of Practice Greenhealth.

### To apply or inquire:

Email a resume, cover letter, writing sample, and 2 references to Veronique Nagle, HR Manager, Practice Greenhealth, [jobs@practicegreenhealth.org](mailto:jobs@practicegreenhealth.org) with subject "Last Name, First Name – EP (School)". Deadline: until filled. Practice Greenhealth is an Equal Opportunity Employer.