



SUSTAINABLE FORESTRY INITIATIVE

SFI-00001

Position: Urban and Community Forestry Intern
Supervisor: Senior Director of Urban and Community Forestry
Location: Flexible in Canada
Status: Fixed Term, Non-Exempt from Overtime

At the Sustainable Forestry Initiative® Inc. (SFI), we believe that sustainable forests are critical to our collective future. SFI® is a sustainability leader through our work in *standards, conservation, community, and education*. As an independent, non-profit organization, we collaborate with our diverse network to provide solutions to local and global sustainability challenges. SFI works with the forest sector, brand owners, conservation groups, resource professionals, landowners, educators, local communities, Indigenous Peoples, governments, and universities. SFI Inc. is governed by an independent three-chamber board of directors representing environmental, social, and economic sectors equally.

Forest certification has helped us increase sustainability and marketability of our forests and we're bringing similar tools to urban and community forests. SFI is working with Arbor Day Foundation, American Forests, International Society of Arboriculture, Society of Municipal Foresters, and Trees Canada to develop the SFI Urban and Community Forests Sustainability Standard and the resulting certification program to further drive the evolution and recognition of our forestry programs across the US, Canada, and beyond.

This position will help coordinate the development and testing of the new SFI Standard. This will include participation in online development meetings, research of best urban forestry and sustainability practices, development of a glossary for the standard, and assisting with the testing of the SFI Standard by organizations across Canada and the US.

This position is funded through support from the Natural Resources Canada's Science and Technology Internship Program (STIP). The maximum internship duration is nine (9) months and internships must end by of March 31, 2023.

ESSENTIAL JOB FUNCTIONS:

Participate in SFI Urban and Community Forest Sustainability Standard development.

- Engage in online development task group meetings. Record minutes of the meetings, contribute to the discussions, and help manage the digital assets from the task group and development process.
- Research urban and community forestry better practices. Organize and collate better practices and references.
- Assist with the second public comment period. Promote the second draft of the new standard and the associate public comment process. Organize and categorize the results.
- Contribute to the final version of the Urban and Community Forestry Sustainability Standard including guidance and glossary.

Participate in SFI Urban and Community Forest Sustainability Standard testing with organizations across Canada and the US.

- Work with organizations to document their compliance with the objectives, performance measures, and indicators of the new standard.
- Track time and effort involved in tracking standard adherence.
- Contribute to lessons learned from testing the standard.

Help develop the SFI urban and community forest program business development plan.

- Research organizations that are prime candidates for early adoption of the new standard.
- Find urban and community forestry outreach opportunities for SFI both in and out of the urban forestry sector.
- Support grant applications and other funding strategies for the urban and community forestry program.

Support other special projects relating to the SFI Standards, as assigned.

ELIGIBILITY REQUIREMENTS:

This position is funded partly through support from Natural Resources Canada's Science and Technology Internship Program (STIP). To be eligible for this internship, candidates must:

- Be between 15-30 years old at the start of employment;
- Be a Canadian citizen, permanent resident, or person to whom refugee protection has been conferred under the Immigration and Refugee Protection Act for the duration of the employment; and
- Have a valid Social Insurance Number at the start of employment and be legally entitled to work in Canada in accordance with relevant provincial or territorial legislation and regulations.

EDUCATION/EXPERIENCE REQUIREMENTS:

- Degree (or pursuing completion) in Urban Forestry, Forestry, Environmental Sustainability, or equivalent field.
- At least 6 months of experience in urban forestry, arboriculture, sustainability, or equivalent.

QUALIFICATIONS/PERSONAL CHARACTERISTICS:

The ideal candidate will bring:

- Demonstrated ability to be a problem solver and a utility player
- Positive attitude and high energy, enjoyment working cooperatively in a team environment, and will prioritize the mission over individual agendas
- Experience building positive and collaborative relationships with partners and stakeholders
- Track record for managing multiple projects in a fast-paced environment, handling tasks with diplomacy, tenacity, patience, and a drive for results
- Excellent organizational skills with attention to detail and the ability to effectively plan, analyze, and meet deadlines
- Proficiency with Microsoft Office suite (particularly Outlook, Word, Excel and PowerPoint)
- Superior written and verbal communications skills
- A sound work ethic with the ability to act both independently and as part of a team
- Ability to travel, up to 15% of time

HOW TO APPLY

To apply for this position, email a resume and cover letter to the attention of Paul Johnson, at careers@forests.org. Subject line should say "Application: Urban and Community Forestry Intern". Applications will be accepted until April 15th, 2022 or until the position is filled.

SFI Inc. is proud to provide our employees with a collaborative, dynamic, and rewarding professional experience, with a competitive compensation and benefits package and growth opportunities. We are committed to creating a diverse environment and being an equal opportunity employer. Our team represents a broad range of cultures, education, disciplines, and work and life experiences, and we strive to leverage these differences in our daily work. We will not discriminate against any employee or applicant on the basis of race, color, national origin, religion, age, gender, gender identity or expression, sexual orientation, disability, or any other protected characteristic. We believe in creating an empowered and supportive team that is committed to advancing sustainability through forest-focused collaborations. Learn more about [SFI Staff Culture](#) and read our [Diversity, Equity and Inclusion Policy](#).