

Student Intern Application



City of Antioch, Pittsburg & Brentwood Student Internship Information

Description: Do you want to make a difference in your community? The cities of Antioch, Pittsburg and Brentwood are looking for a team of passionate and determined student interns to help run a local campaign to increase used motor oil and filter recycling rates within your community. This internship is an excellent opportunity to develop your leadership, marketing, web design, and communications skills while making a positive impact within your community and the environment at large.

The internship's official start date is July 1, 2017, and we anticipate that it will run through February 28, 2018. This is a paid, part-time internship, with approximately 5-10 hours of work per week. The majority of work will be completed remotely, with regular in-person meetings and occasional events.

Positions Available:

Outreach Intern: We are searching for a change agent who has the vision and drive to make the world a better place. Candidates should have strong leadership and organizational skills as well as a desire to work with others to accomplish greater goals. Some of the duties for this position will include: reaching out to the community to coordinate local events, creating partnerships with local schools and auto part shops, and working with peers to encourage better recycling habits. If you are interested in an opportunity to develop your leadership skills while making an impact on your community, apply to be an outreach intern now!

Requirements:

- Willingness to connect with peers and use community resources to make positive change
- A track record of working with others to plan and accomplish larger goals
- Strong organizational and time management skills
- Problem solving skills
- Willingness to step outside your comfort zone
- Passion for the environment and community change, curiosity for learning and growing and a make-it-happen attitude

Social Media/Marketing Intern: We are looking for an innovator with an interest in emerging trends in the social media world. Candidates should demonstrate a thirst for learning and confidence in their writing and research skills. Creativity is a must in the crafting of social media posts. Duties for this position will include: creating content for social media channels, performing social media market research, and assisting in coordinating and spreading the word for local events. If you thrive in using social media as a platform for positive environmental action, apply to be a social media/marketing intern now!

Cities of Antioch, Brentwood and Pittsburg
CalRecycle Used Oil Competitive Grant



Requirements:

- Experience with Facebook, Twitter, Instagram or Snapchat
- Background/Interest in English, Journalism, Communications, Marketing or Public Relations
- Ability to maintain a regular schedule to meet critical deadlines
- Strong writing and critical thinking skills
- Willingness to experiment with other new and emerging platforms
- Able to build relationships with other social media personalities
- Desire to connect with people online and offline
- Passion for the environment and community change, curiosity for learning and growing
- Make-it-happen attitude

Web Design Intern: We are looking for a savvy techie willing to contribute to our online outreach efforts. Candidates should have an eye for design and thrive on creativity to generate interesting content and have a desire to engage others through web-based platforms. Duties for this position will include: maintaining website via WordPress and creating website content and graphics. If you can visualize a website as a platform to make positive change in your community, apply to be a web design intern now!

Requirements:

- Strong writing and research skills to maintain blog posts/e-newsletters
- Background/Interest in Computer Science, Graphic Design, Web Design, Web Publishing, and/or Digital Journalism
- Familiarity with Photoshop or graphic design is a plus
- Familiarity with WordPress, HTML and/or CSS is a plus
- Passion for the environment and community change, curiosity for learning and growing, and a make-it-happen attitude

Qualifications: Candidate must be a junior or senior high school student, or a community college student.

Application Procedure: Qualified applicants are invited to submit the attached application with a resume and cover letter directly to the City of Antioch's Environmental Resource Coordinator, Julie Haas-Wajdowicz. Applications with resumes and cover letters will be accepted if submitted in person, by mail or electronically prior to the June 16, 2017 deadline.

IN person:

City of Antioch
Julie Haas-Wajdowicz
City Hall-2nd Floor (offices are
open Monday-Friday 8-
11:30am)
200 H St
Antioch CA 94509

By mail:

City of Antioch
Attn: Julie Haas-Wajdowicz
PO Box 5007
Antioch CA 94531-5007

Email or Fax:

jhaaswajdowicz@ci.antioch.ca.us
Fax: 925-779-7034



Cities of Antioch, Brentwood and Pittsburg

CalRecycle Used Oil Competitive Grant

About CalRecycle:

California's Department of Resources Recycling and Recovery (CalRecycle) brings together the state's recycling and waste management programs and continues a tradition of environmental stewardship. California works toward a society that uses less, recycles more, and takes resource conservation to higher and higher levels. CalRecycle's vision is to inspire and challenge Californians to achieve the highest waste reduction, recycling and reuse goals in the nation. Through innovation and creativity, sound advancements in science and technology, and efficient programs that improve economic vitality and environmental sustainability, we build a stronger California.

Internship Application

Name: _____

School: _____ Grade: _____

Cell: _____ E-mail: _____

Are you available to work 5-10 hours a week during July 2017-February 2018? Y N

References (Please include at least one teacher):

Reference #1:

Name: _____ Relationship: _____

Cell: _____ E-mail: _____

Reference #2:

Name: _____ Relationship: _____

Cell: _____ E-mail: _____

Which position(s) are you interested in applying for? _____

Answer the following questions in 1-2 paragraphs each. Please type and attach your answers to this application.

1. Explain why you are interested in this position.
2. Tell us about what you consider to be your most significant accomplishment so far.
3. What environmental issue are you most passionate about? Explain why.
4. Why does your background, experience and qualifications make you the ideal candidate for this position?

2. Student Intern Expectations

City of Antioch/CalRecycle Internship Expectations

Requirements for all Interns

- Weekly check-in meeting with City of Antioch (with Ms. Julie), this can be done via phone for task assignment and review previous week's completed work
- Keep time logs for 30 minute increments with descriptions of tasks
- Attend oil and filter recycling events we host
- Complete 10 hours of work per week

Web Design Intern

- **Main Responsibilities:** Maintain website pages, including: get involved, events calendar, news pages, track survey and pledges responses, provide social media intern with graphics, work at oil and filters recycling events.

Social Media/Marketing Intern

- **Main Responsibilities:** Maintain and grow social media platforms, create editorial calendars for approval, creating social media ads to promote our brand, reporting on social media metrics, work at local events to spread the word.

Outreach Intern

- **Main Responsibilities:** Networking with the community and automotive stores to coordinate events, create partnerships with local schools and auto repair shops, work with peers to encourage better recycling habits, distribute educational materials, interview young DIYers to be featured on the website, work at local events to spread the word.

Supervisors

- Create goals for interns
- Create calendar of tasks
- Collect and approve time logs



3. Student Intern Informational Sheet

Used Motor Oil & Filter Recycling Overview

The Hazards of Used Motor Oil

By volume, used motor oil is one of the largest hazardous waste streams in California: Almost 115 million gallons are sold in the state each year. While about 70% is collected after use, it continues to be a serious environmental problem because it is insoluble and contains heavy metals and toxic chemicals. It makes its way into lakes, streams, and oceans via the stormwater system and endangers fish, waterfowl, insects, and other aquatic life. In addition, one gallon of used motor oil can foul the taste of 1 million gallons of water.

Since 1987 it has been illegal to dispose of used oil in sewers, drainage systems, surface or ground waters, water courses, or marine waters, by domestic incineration, or onto the land or in the trash. In 1991 the California State Legislature passed the Oil Recycling Enhancement Act to address the significant threat to California's environment from illegally dumped used oil. CalRecycle was charged with overseeing the implementation of the act. The mission of CalRecycle's Used Oil Recycling Program is to discourage the illegal disposal of used oil and promote used oil recycling statewide. As a result of the act, CalRecycle has certified over 3,000 used oil collection centers that will take used oil from the public and even pay a 40-cent-per-gallon recycling incentive.

The Process of Recycling Used Motor Oil

Motor oil never wears out; it simply becomes dirty as it does its job. Once water and contaminants are removed from collected used oil, it is returned to a full and useful life as a re-refined base oil. There is no compromise in the quality of re-refined oil. Unfortunately, not enough motor oil is being recycled. In 1998, 140 million gallons of lubricating oil were sold in California. Approximately 40 percent or 56 million gallons, leaked out of engines or was burned. Yet, of the remaining 84 million gallons, just 64 million gallons were recycled, leaving approximately 20 million gallons unaccounted for and possibly improperly disposed of down storm drains, into lakes or streams, or thrown in the garbage.

The Process of Recycling Used Oil Filters

Each year California generates 67 million used automotive filters per year. The filters are considered hazardous waste and are banned from landfills, however, they are also completely recyclable. Each filter has about a pound of re-usable steel. All the filters sold annually in California can be recycled into 67 million pounds of steel, enough to build three large sports stadiums. In addition to recycling steel, it's important to recycle oil filters because each oil filter has on average, more than 10 fluid ounces of used motor oil, even after draining! All of this trapped motor oil adds up to more than two million gallons of used oil going into the environment, the water system or into



landfills in California each year from filters that aren't properly recycled. Oil recovered from the recycled filters is made back into motor oil, closing the loop.

Certified Collection Centers vs. Curbside Recycling

There are three primary methods of collecting used oil in California: **certified collection centers**, **curbside pickup**, and **hazardous waste facilities**. Collection via centers has been most widely implemented and allows for more of the oil to be recycle, but curbside collection is much more effective at reducing improper disposal since it is more convenient.

1. **Certified Collection Centers.** Very convenient centers are somewhat effective, reducing improper disposal to a little under 40 percent. The shortcomings of collection centers are: they are often not convenient; and even when they are very convenient, many DIYers still do not recycle their used oil. Even very convenient centers fail to collect a substantial fraction of used oil.
2. **Curbside Pickup.** Where curbside collection is available, it is very effective, reducing estimated improper disposal to zero. Its shortcoming at present is that it is typically not available to reside in multifamily dwellings and typically not available to those who generate most of the improperly disposed used oil.
3. **Hazardous Waste Facilities.** For DIYers who are looking to dispose of other types of hazardous waste (i.e. anti-freeze, brake fluids, etc.), hazardous waste facilities can accept more types of pollutants than collection centers or curbside. However, these facilities are usually only open certain days of the week.

Target Audience: Young Do-It-Yourselfers (DIYers)

The City of Antioch and surrounding cities have observed a declining rate of participation in curbside collection of used oil and a widening gap between the volume of used oil collected and the number of oil filters collected. This indicates a lack of awareness around the importance of recycling oil filters. Based on preliminary research, City staff believes that this gap is driven in part by a lack of awareness particularly in young do-it-yourselfers (DIYers). Statewide research on DIYers has consistently shown that young DIYers are more likely to improperly dispose of used motor oil. Because this target audience faces a very different set of challenges than the general populace of DIYers, current outreach efforts fail to adequately engage this audience.

Additional Resources

- <http://ownyourstreets.org/>
- <http://www.calrecycle.ca.gov/usedoil/>
- <http://www.funnelhead.com/certified-oil.html>
- <http://www.ddsd.org/services/hhw>

