

SUSTAINABILITY SCHOLARS PROGRAM

Fall 2020

The UBC Sustainability Initiative (USI) is pleased to offer current UBC graduate students the opportunity to work on funded sustainability internship projects. Successful candidates work under the mentorship of a partner organization, and are immersed in real world learning where they can apply their research skills and contribute to advancing sustainability across the region.

Note: Projects must be completed remotely during the COVID-19 pandemic.

- Visit the [Sustainability Scholars Program website](#) to learn [how the program works](#) and to [apply](#).
- Be sure to review the [application guide](#) to confirm your eligibility before applying.

Applications close at midnight on Sunday September 20, 2020.

Research Project Title: Updating the Sustainable Development Goal Scorecard for the City of Kelowna

Sustainability Goal or Operations Plan objective

Sustainable Cities and Communities

Specific goal area/sustainability objective:

The SDG scorecarding project aims to review the city of Kelowna's work in relation to all 17 of the United Nations Sustainable Development Goals (SDGs) in order to accelerate progress. The project looks holistically at how the community is doing in relation to multiple areas of the goals but focuses specifically on goal 11 -- Sustainable Cities and Communities. The SDG scorecard report will include analysis from experts related to the specific targets and indicators of goal 11, such as affordable housing, climate change adaptation, and inclusive participatory governance.

Project Overview:

In 2015, BCCIC travelled to communities around the province to convene roundtables and help community members, local governments, and organizations draw a connection between the work they do and the Sustainable Development Goals (SDGs). Most of the attendees came into the roundtables with little awareness of how their work contributed to the 2030 Agenda. One city decided to participate in an exercise to specifically determine and quantify how their current policies relate to the SDGs. In collaboration with the Pacific Institute for Climate solutions, BCCIC has been working with the City of Kelowna to create an SDG scorecard and Canada's first Voluntary Local Review.

An SDG scorecard depicts how a community is progressing on the Sustainable Development Goals by examining and detailing localized alignment with SDG indicators and data. The scorecard is intended to highlight gaps or areas for the City of Kelowna to work on to increase the sustainability of their community. It is also intended to provide Kelowna and other communities with the capacity to localize

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the goals -- choosing targets and indicators that are within the city's priorities and its ability to effect change. The project has also encouraged multi-stakeholder partnerships, which are essential for the successful implementation of Agenda 2030 at multiple scales.

We began by reviewing strategies, policies, and other city documents to identify targets and indicators already being addressed within existing local-level plans. Such a review is a crucial component of localization because sub-national governments and communities are often making progress towards the SDGs without knowing it. An alignment and review process conserves resources and effort by ensuring that cities do not re-do work that is already done. Next, we identified the targets that were not being addressed and decided which global indicators are not applicable at a sub-national level. Because Agenda 2030 contains some goals and targets that are predominantly aimed at national governments, some targets and indicators do not make sense to localize. After removing these inapplicable targets and indicators, the city was ready to decide how to fill the remaining gaps. The decisions were based on a number of factors including data availability, local priorities, and the ability to set up a process to ensure the scorecard could be updated in the future to demonstrate implementation progress over time. Currently the City of Kelowna is analyzing available municipal, regional, provincial, national, and non-government data to establish a baseline of their progress on the SDGs.

The project has encouraged collaboration amongst the main partners but also with provincial governments, CSOs, academic institutions, the private sector, and the regional district. These stakeholders have been actively involved in the entire process, from data collection to analysis, review, and expert input. The review of policy gaps has also stimulated policy development in much-needed areas.

Purpose of the Project:

BCCIC is seeking a Scholar to help complete our SDG Scorecard Project for the City of Kelowna and assist in creating the first Voluntary Local Review (VLR) in Canada. The purpose of a VLR is to present a snapshot of where the municipality stands in SDG implementation, and to help accelerate progress through experience sharing, peer-learning, identifying gaps and good practices, and mobilizing partnerships. Thus far we have localized the SDGs to a Canadian and municipal context. The Scholar will be instrumental in taking the next step, which is to develop achievable targets and a path to ensure the City of Kelowna will be on track to achieving each target by 2030.

- The Scholar will play a key role in researching and summarizing Canadian and international government policies related to the selected indicators. This position also involves reviewing Civil Society Organization (CSO) contributions, industry projects, and academic research that establish best practices related to energy consumption, climate action, homelessness, food security, and urbanization, to name a few. Due to the length of project and time constraints of 250 hours, the student will have the opportunity to work on a broad range of aspects of the scorecarding project as the project progresses toward completion. The student will also focus on goal 11: sustainable cities and communities throughout the following aspects.

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Scope of Work:

- Undertake a review of academic and industry literature and government policy on localization of the SDGs in Canada, specifically focusing on goal 11. Review municipal planning documents in Kelowna (e.g., Official Community Plans (OCPs), Climate Action Plan, Housing Strategy, vision documents etc.) and identify targets related to chosen indicators. There is a range of 1-3 chosen targets and indicators per goal.
- Review existing district, provincial, and national objectives and indicators related to chosen targets where relevant and specifically for goal 11.
- Analyze and translate research into key messages (summary, trends, recommendations).
- Conduct basic quantitative analysis (including data cleaning) in Excel.
- Coordinate collection and analysis of quality monitoring information.
- Contact industry leaders to obtain knowledge, statistics, and information.
- Follow up with external stakeholders for feedback.

Deliverables

Note that a final deliverable (either a full report or, if the report contains confidential information, an executive summary) is required by the end of the program (March 12, 2021). The deliverable will be archived in the online public-facing [Scholars Project Library](#).

- Updating graphs, targets, and indicators where necessary
- A report summarizing the literature review and best practice research conducted
- A written analysis for targets, indicators and graphs based on local context
- Due to this project being on a multi-year timeline, student will produce a report of the targets, indicators and analysis that was done during their work term to meet the required scholars program deliverable
- Final report or executive summary for the Scholars Project Library

Time Commitment

The program runs for 22 weeks from October 19, 2020 to March 12, 2021, during which students work an average of 12 hours per week for a total of 250 hours.

- This project will take **250** hours to complete.
- This project must be completed between October 19, 2020 and March 12, 2021
- The Scholar is to complete hours anytime between 8am-5pm M-F, approximately 12 hours per week.

Required/preferred Skills and Background

- Excellent research and writing skills
- Demonstrated interest in sustainability
- Statistical analysis
- Strong analytical skills
- Ability to work independently
- Strong technical and drafting skills
- Familiarity with SDGs

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Applications close **midnight Sunday September 20, 2020.**

Apply here: <http://sustain.ubc.ca/scholarsapply>

Contact Karen Taylor at sustainability.scholars@ubc.ca if you have questions

Useful Resources

Below are some links to useful resources to help you with your resume and cover letter (there are many more online). Some of these resources also provide information on preparing for your interview.

Resume workshop for prospective Sustainability Scholars: <https://www.eventbrite.ca/e/resume-workshop-for-prospective-sustainability-scholars-tickets-117422877989>

<https://students.ubc.ca/career/career-resources/resumes-cover-letters-curricula-vitae>

<https://www.grad.ubc.ca/current-students/graduate-pathways-success>

<https://www.grad.ubc.ca/cover-letter-cv-resume-templates-ubc-career-services>