

Summer 2021 Sustainability Scholars Program Internship Opportunity

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.

- 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 January 31, 2021.

Project Title:

Developing best practices for supporting marginalized identity groups through Employee Resource Groups at the City of Vancouver

Context:

In an attempt to better support City of Vancouver employees who are members of systemically marginalized identity groups (e.g., racialized, queer, Indigenous, women) a number of Employee Resource Groups (aka. Affinity groups or Caucuses) are being set up. Their purpose relates to the Cultivating Connections goal of the Healthy City Strategy, and are tentatively articulated as:

- (a) providing identify-safe spaces where employees sharing an aspect of identity can come together for connection and mutual support
- (b) creating the possibility of cross-identity mutual learning, inquiry and dialogues on potentially difficult issues relating to justice, equity and decolonization
- (c) creating spaces at decision-making tables where staff from under-represented groups can propose and implement transformative solutions for addressing City's challenges

As the unit responsible for supporting the Employee Resource Groups (ERGs), the Equity Office is interested in the questions: What is the highest potential of ERGs in cultivating connection and furthering the goals of equity and decolonization? How do we set them up with the best chances for success? What are the best institutional arrangements to meet the goals of ERGs? What pitfalls should we be aware of so that we can be prepared to address them?

Description of the Work:

The project involves a review of the academic and professional literature on ERGs with a focus on public sector organizations, leading to a summary of key learnings. The literature review is complemented by a set of interviews with representatives of up to ten large organizations across Canada (or globally) that have set up ERGs, and by a research workshop with up to twenty employees of the City of Vancouver who are already involved in the ERGs. The research may explore practical sub-questions such as: how different organizations have approached articulating the purpose and scope of ERGs, creating ERGs with the autonomy to self-organize as well as power within the formal structures of the organization, resourcing the ERGs. The City of Vancouver is a public organization of about 10,000 employees with extremely varied professional roles and contexts, and the research should speak to the breadth of needs and interests across our diverse workforces. Based on the learning of best practice from primary and

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secondary research conducted, the scholar in close collaboration with Equity Office staff, will develop a template Terms of Reference for the ERGs at the City of Vancouver.

Project Deliverables:

- 1) A concise report summarizing key findings of the literature and workplace research
- 2) Design and delivery of interviews and staff research workshop
- 3) Terms of Reference for City of Vancouver ERGs based on best practices
- 4) Presentation of findings and Terms of Reference to internal stakeholders
- 5) A final report of executive summary for the online Scholars Project Library

Time Commitment

- This project will take **250** hours to complete.
- This project must be completed between May 3 and August 13, 2021
- The Scholar is to complete hours between 9 am and 5 pm Monday to Friday, approximately 20 hours per week.

Required/preferred Skills and Background

- Excellent research and writing skills
- Demonstrated familiarity with issues of justice, equity, decolonization and inclusion (JEDI)
- Interest in how large organizations create engagement and connection around JEDI issues an asset
- Experience conducting secondary research
- Familiarity with primary research methodologies
- Experience conducting primary research an asset
- Ability to write clearly and using accessible language

Applications close **midnight Sunday January 31, 2021**

Apply here: [Click here to apply](#)

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

Useful Resources

We are holding a special **resume preparation workshop for prospective Scholars** on January 19. [Click here for details and to register.](#)

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.

<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>

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