

Summer 2025 Sustainability Scholars Program Internship Opportunity

The UBC Sustainability Hub is pleased to offer current UBC graduate students the opportunity to work on sustainability internship projects. Successful candidates work under the guidance of a mentor from the partner organization, and are immersed in real world learning where they can apply their research skills and contribute to advancing sustainability across the region. The pay rate for the summer 2025 program is \$31.25/hour or \$7,812.50 for a 250-hour project.

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

Applications close at 11:59 pm on Sunday January 26, 2025.

Project title: Literature and policy review to inform the development of mandatory building energy benchmarking and disclosure requirements for Part 3 Buildings in Port Moody

Project Background & Overview:

In July 2020, the City of Port Moody adopted its Climate Action Plan (CAP), a community-wide strategy designed to help the City and its residents adapt to climate change and reduce greenhouse gas (GHG) emissions that contribute to the warming of the Earth. The CAP outlines specific targets, goals, and actions aimed at protecting the community, enhancing quality of life, and achieving significant GHG reductions.

The City has already made progress in implementing the CAP, working to complete its second phase Implementation Strategy. This phase advances 65 actions outlined in the CAP, along with new initiatives from the Climate Ready Homes and Buildings Plan adopted in September 2022 and the Extreme Weather Resilience Plan.

Building on the progress made so far, improving energy efficiency and reducing emissions of existing buildings presents a valuable opportunity for further climate action. This Sustainability Scholar project will inform the City of Port Moody's Mandatory Building Energy Benchmarking and Disclosure Requirements for Part 3 Buildings for the purposes of tracking and disclosing energy use in larger buildings, creating opportunities to reduce emissions and improve energy efficiency within the existing building stock. This action, originating from the Climate Ready Homes and Buildings Plan, is a crucial component for Port Moody to achieve its ambitious climate goals.

Project description

Operational emissions from existing buildings account for 78% of Port Moody's building-related emissions, making it critical to eliminate greenhouse gas (GHG) emissions from heating and hot water systems in all homes and buildings by 2050 to meet climate targets. Decarbonizing heating through fuel switching should be complemented by upgrades to building envelopes and

SUSTAINABILITY SCHOLARS PROGRAM

ventilation systems, which reduce energy use, lower energy bills, improve air quality, ensure thermal comfort, and enhance resilience to extreme weather. However, retrofitting faces challenges such as high upfront costs, split incentives, limited industry capacity, and a lack of awareness or education. With no current standards for energy efficiency, GHG emissions, or resilience in existing buildings, emissions reduction efforts rely heavily on voluntary upgrades by building owners. Benchmarking and disclosing building-level energy data are key strategies for addressing these issues, helping to assess performance, identify areas for improvement, and increase literacy around energy and emissions. Disclosure and labeling programs can also promote energy-efficient, low-carbon solutions, as outlined in Action 2.2 of the Climate Ready Homes and Buildings Plan, which proposes mandatory benchmarking and disclosure for Part 3 buildings.

Port Moody is advancing this work by participating in Building Benchmark BC (BBBC), a voluntary energy benchmarking and disclosure initiative that tracks, benchmarks, and publicly discloses energy and emissions data for City-owned facilities while encouraging broader community involvement. While participation has grown, the number of buildings involved remains limited. In the absence of regional action, this Sustainability Scholars project aims to research best practices for a benchmarking and disclosure requirement at the municipal scale. A mandatory requirement would provide greater transparency and accountability regarding the operational impact of buildings on the community. Over time, this initiative could scale toward a mandatory requirement for Part 3 buildings.

Project scope

The objective of this project is to develop recommendations on how the City of Port Moody can implement the benchmarking requirements. To achieve this the project will require a comprehensive review of policies and best practices, an evaluation of the impact of recommended policy, and consultation with staff from multiple departments within the city.

The project will require the Sustainability Scholar to

- Literature review of current City of Port Moody benchmarking policies, practices, and climate action plan, BC Hydro's Step by Step benchmarking implementation guide, BC Step code for Part 3 buildings, and other relevant documents to understand the City of Port Moody context and requirements.
- Conduct a scan of three to five other municipalities' benchmarking and disclosure efforts (e.g., District of Saanich, City of North Vancouver, City of Vancouver, etc.). Summarizing policy opportunities and lessons learned and their impact on emissions reduction and energy efficiency, while collecting relevant data metrics on uptake.
- Scan literature and online material to understand the impact of similar programs on emissions reductions, energy efficiency, and uptake by building operators, and related information to identify the benefits and opportunities for implementation for building operators.

Deliverables

SUSTAINABILITY SCHOLARS PROGRAM

- A final report containing a summary of the work completed
- Report to presentation to Staff and Climate action committee
- A final report for the online public-facing [Scholars Project Library](#).

Time Commitment

- This project will take 250 hours to complete
- This project must be completed between May 1 to August 15.
- The Scholars is to complete their hours between 9 am and 5 pm, Monday to Friday, approximately 17 to 20 hours per week.

Required/preferred Skills and Background

- Excellent research and writing skills
- Demonstrated interest in sustainability
- Familiarity with research methodologies and survey techniques
- Excellent public speaking and presentation skills
- Strong analytical skills
- Ability to work independently
- Deadline oriented
- Demonstrated experience in Operational Carbon and or Carbon reporting, Sustainability reporting, or benchmarking, an asset
- Familiarity with benchmarking methods and tools
- Interest in or familiarity with building energy performance metrics and criteria, an asset

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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 21, 2025. [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>