



## Available Fellowships

### **Program Assistant – C2C Fellows**

C2C Fellows is a national network run for undergraduates and recent graduates aspiring to sustainability leadership in politics and business that provides leadership-training opportunities for several hundred young people each year at workshops across the country. Working with Jess Scott, C2C Fellows Workshop Director, and Eban Goodstein, Bard CEP Director, the primary responsibility of the Program Assistant is to support the development and implementation of outreach strategies to involve aspiring environmental leaders age 18-25 in C2C Fellows workshops. Among other duties, the Program Assistant will: help coordinate logistics for, and host, weekend workshops and training events across the nation; PA's will travel to at least one, and probably two weekend conferences; compile outreach lists, conduct outreach, and work with host universities to identify potential C2C Fellows candidates; maintain a vibrant social media and blogging presence around the C2C Fellows Network objectives; create draft outreach and marketing materials, including emails, designing e-posters, websites and hosting conference calls -- both to support upcoming workshops and to increase connections between previous C2C graduates; coordinate, conduct outreach for, and host up to two local or national C2C Fellows sponsored events; administrative tasks as assigned. Position requires working 10 hours per week from August 2013 through May 2014 for a \$6000 stipend to be paid out in two-week intervals.

**Supervisor:** Jess Scott, C2C Fellows Workshop Director; [jescott@bard.edu](mailto:jescott@bard.edu); 845-752-4514

### **Program Assistant – Bard Center for Environmental Policy**

The position requires assisting Admissions Director, Molly Williams, with blogging and outreach tasks for events and activities associated with the Bard Center for Environmental Policy. In addition, the student will be responsible for posting jobs and internships to our CEP Portal each week as well as editing student blogs for the Bard Eco Reader. Other tasks include assisting prospective student visits, open houses, online information sessions, and public events. Finally, depending on skill level, help with designing posters for student and public events. Position requires working 10 hours per week from August 2013 through May 2014 for a \$6000 stipend to be paid out in two-week intervals.

**Desired skills:** Excellent written and oral communication skills; Attention to detail, well organized, and ability to juggle multiple projects in a responsible manner; Familiarity with social media and blogging tools; Familiarity with design software such as Adobe CS6; Highly proficient in Microsoft Office Suite.

**Supervisor:** Molly Williams, Assistant Director Admissions & Alumni/ae Affairs; [mwilliam@bard.edu](mailto:mwilliam@bard.edu); 845-758-7071

### **Research Assistant – Economics**

Serve as primary research assistant for Professor Sethi working on various tasks including research, collection of data sets, performing statistical analyses, and searching for funding opportunities. The student will learn how to conduct a search for academic work, how to critically examine aspects of arguments, and how to use data and draw correct inferences from those. Position requires working 10 hours per week from August 2013 through May 2014 for a \$6000 stipend to be paid out in two-week intervals.

**Desired Skills:** Strong academic writing and editing skills; Strong research skills: locate key articles and create abstracts and/or quick reads to identify lead authors in a particular field; Ability to program in Stata, R, Matlab, or Mathematica, or similar program.

**Supervisor:** Professor Gautam Sethi; [sethi@bard.edu](mailto:sethi@bard.edu); 845-758-7386

### **Admissions Assistant - Bard MBA in Sustainability**

The successful candidate will assist with weekly recruiting and marketing tasks for the fast paced and growing graduate admission office at the Bard MBA in Sustainability. The position will entail market research, social media, blogging, website editing, and administrative tasks. The admissions assistant will assist in researching peer programs, updating and writing website content, developing marketing materials, and assisting the recruiting staff with outreach efforts for the Bard MBA in Sustainability. The work may involve occasional travel. The student will have a demonstrated interest in sustainable business and have the opportunity to have written works published on online news outlets and top blogs. Position requires working 10 hours per week from August 2013 through May 2014 for a \$6000 stipend to be paid out in two-week intervals.

**Required skills:** Excellent writing and communication skills; proficient in Word, Excel, and Adobe Acrobat

**Desired skills:** Database Experience; Experience with social media (Facebook, Twitter, LinkedIn etc) and blogging tools

**Supervisor:** Katie Van Sant, Assistant Director of Admissions; [kvansant@bard.edu](mailto:kvansant@bard.edu); 845-758-7388

### **Research Assistant – Science**

Research position under Professor Smyth, Assistant Professor of Science. Student must have strong quantitative and/or programming skills to assist with aquatic ecosystem modeling and Data analysis. Research topics include forecasting the occurrence of harmful algal blooms, carbon dynamics in lakes, and photosynthesis and carbon capture in the Southern Ocean. Prior Experience working in Matlab is ideal, but a student with any kind of programming background will be considered. Students with a strong statistical background also desirable. The student Would have the opportunity to be a co--author on manuscripts submitted for publication. Position requires working 10 hours per week from August 2013 through May 2014 for a \$6000 stipend to be paid out in two-week intervals with the possibility of work paid by the hour beyond the 10 hours per week.

**Supervisor:** Professor Robyn Smyth; [rsmyth@bard.edu](mailto:rsmyth@bard.edu); 845-758-7321

### **On-Farm Teaching Assistant**

The On-Farm teaching assistant will work directly for Professor Jennifer Phillips two mornings a week, each semester, at [Gansvoort Farm](#) (the schedule does not conflict with the student's class schedule). The student must have a car to get to and from the farm. Half the time will be spent discussing peer reviewed literature with interns, and half time the time will be spent doing on-farm labor. This student will have the opportunity to experience the full spectrum of raising sheep and beef cows including breeding, handling, lambing/calving, and wool handling. The student will also come away with first--hand knowledge of sustainable farm practices, rotational grazing techniques, and humane grass-fed livestock rearing. Position requires working 10 hours per week from August 2013 through May 2014 for a \$6000 stipend to be paid out in two-week intervals.

**Responsibilities:** Supervise five Bard undergraduate interns; Lead discussion with interns on readings related to sustainable agriculture with some emphasis on GHG emissions and interactions on climate change; Potential collaboration on syllabus development for course readings

**Requirements:** Enthusiastic and interested in farming systems, no previous knowledge required; Ability to work outside in all types of weather without trouble; Great communication skills; Ability to read and interpret peer--reviewed literature

**Supervisor:** Professor Jennifer Phillips; [phillips@bard.edu](mailto:phillips@bard.edu); 845-758-7845