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# CAIRNS WEEKLY NEWSLETTER

## Happy (almost) March!

Can you all believe that it will be March tomorrow? The spring semester is flying by - I hope you all were able to enjoy some of the beautiful weather last week before the chilly/rainy weekend.

As we move into March, here is a little preview of our tentative schedule for the program moving forward. [Have an event or programming idea you'd like to have us host before the end of the spring semester? Email it over to \[meilin.chan@duke.edu\]\(mailto:meilin.chan@duke.edu\)](#)

### **SAVE THE DATE: March Meeting!**

We have planned our March monthly meeting for Thursday, March 24 at 7pm EST on the Grainger Rooftop! We will be ordering food for everyone - [if you have any suggestions on local Durham eats you'd like to have that night, you can send them to \[meilin.chan@duke.edu\]\(mailto:meilin.chan@duke.edu\)](#)! Our meeting will be structured around career directions and exploration. Keep a lookout for a calendar invite, a survey to gather your meal orders/dietary restrictions, as well as some supplemental materials that may help spark any questions or ideas you'd like to discuss over dinner!

Interested in exploring more about growing sustainability careers? Here's a recent article that provides an overview: [The Most in-Demand Sustainability Careers and the Skills They Require \(ampproject.org\)](#). If there is a particular career of interest you have, I encourage you to reach out to any Duke Alumni that are currently working in those fields! You can use the Alumni Registry or LinkedIn to find alum. If you're unsure on how to reach out or conduct an informational interview, there are some tips below (or have a chat about it with your mentor!)

**April 7: Alumni Panel (tentative)**

any questions around navigating careers or transitioning from Duke into a working professional. This event will be open to any friends or classmates you would like to bring as well! We will be providing snacks and drinks (as Duke COVID restrictions allow).

### **April 21: CAIRNS Celebration! (tentative)**

To close the spring semester on CAIRNS inaugural year, we will be hosting a celebration for mentees and mentors. This will be an opportunity for all mentees and mentors to meet together physically, as well as have some fun away from academics. We will have food and drinks for everyone!

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### **Reminder: Meeting with Mentors**

If you have a particularly busy mentor or mentorship group leader, try reaching out early in March to schedule your monthly meeting! Please let me or Nicki know if you've had trouble connecting with your mentor this semester.

Nicki and I would love to hear how your mentor pairings and mentorship groups are going - [you can leave us feedback here \(choice to be anonymous\)](#).

Questions? Feel free to reach out to [meilin.chan@duke.edu](mailto:meilin.chan@duke.edu).

*If you feel that something is not working with your mentor or mentorship group, please let me and Nicki know or fill out [this anonymous survey](#).*

## **Informational Interviews**

An informational interview is a way for individuals to learn more about a potential career path through speaking with professionals working in that career field. They are a great way to explore various career options and get an honest look into what it's like to work in that field.

### **Some Tips**

Unsure of how to contact a professional that works in your field of interest? You can use the tips below or ask your mentor/mentorship group leader for guidance.

- **Getting in Contact**

- You may find individuals to speak with through direct channels: professors, mentors, family friends, etc.
- Sometimes there may not be any professional working in your field of interest within your direct circle, however, it's possible one of your

career - most people want to help students get a better sense of various career options and are happy to connect with you

- Some people have been able to find connections on LinkedIn - this does work sometimes, but it is best to connect with those that you may have a similarity with
  - Connecting through a mutual connection (be cognizant that sometimes an individual may not be comfortable connecting you this way)
  - Find alum from your high school or university that work in the field/company of your interest
  - If you do reach out through a connection request on LinkedIn, make sure you include:
    - who you are (ie: "I'm an undergrad at Duke University studying/interested in \_\_\_\_\_")
    - Why you are reaching out to them (ie: "I'm interested in pursuing a career in/at \_\_\_\_\_ and would love the opportunity to hear about your experience working in \_\_\_\_\_")
    - Say thank you!
  - You may never hear back from some people, and that's normal. Some people just don't like connecting outside of people they've personally met, and others just don't frequently check LinkedIn

- **Conducting the Interview**

- Work to schedule a time with the individual. Specify the time frame you would like to speak for (try not to suggest a time frame over 30 minutes - many people often have packed schedules so don't feel insulted if they say they can only speak for a shorter amount of time)
  - Thank them for their time as you are scheduling the meeting with them
- Do your research on them/the company or career you are interested in, and prepare a list of questions to ask ahead of time. This will help you get the most out of your short time speaking with the individual and show the individual you are cognizant of their time and are well-prepared.
  - Take notes as you speak with the individual. This is a great resource to go back to and shows the individual you value their input.
- Try not to go over the set amount of time for the meeting - keep an eye on the clock as you are speaking

- **After Connecting**

- Send a thank-you note via the platform you got in contact with the individual (ie: email, LinkedIn message, etc.)
    - Thank them for their time and their insight
  - Feel free to keep in touch with this individual if you are interested in learning more from them or just having them as a contact
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## Summer Opportunities

### Consulting

[Sustainability Consulting Intern \(June 2022\) - Arup Careers](#)

[Job Opportunities | WSP \(taleo.net\)](#)

### Conservation

[Scientists in Parks – Fellows \(esa.org\)](#) (Natural Resource Management)

[Marine Mammal Stranding Internship - Summer 2022 | Opportunities \(ultipro.com\)](#)

### Energy

[Duke Energy - Renewables Strategy and Policy Intern](#)

### Research

[Summer 2022 Internships @ RMI](#) (Multiple research opportunities focused in carbon and energy)

[Technical and Professional Internship Program – Education & Internship Opportunities \(ornl.gov\)](#)

[LLNL Atmospheric, Earth & Energy Undergraduate Summer Student Intern | SmartRecruiters](#)

[Environmental Intern at Terracon Consultants, Inc.](#)

### Corporate

[Sustainability Internship Opportunity Summer 2022 in Holly Springs, North Carolina | Careers at NC Holly Springs FDBU Office \(icims.com\)](#)

[ESG Intern | Berkshire Residential Investments \(ultipro.com\)](#)

[Environmental, Health, and Safety Internship - Careers at Apple](#)

[ESG Intern | Jacuzzi Group Worldwide | LinkedIn](#)

[Intern, Sustainability Activation job, Houston, Texas \(hpe.com\)](#) - Hewlett Packard

[Sustainability Analytics Intern job, Houston, Texas \(hpe.com\)](#) - Hewlett Packard

[Sustainability Associate \(Internship\) - Nike](#)

## Climate/Nature Organizations

[Interns - Elemental Excelsior](#)

[National Geographic Internships \(Multiple Position Openings\)](#)

[Defenders of Wildlife Careers \(jobvite.com\) - Multiple Internship Openings](#)

[Internships at the Climate Reality Project - Multiple Positions](#)

[Resilient Waters Program Intern - The Nature Conservancy](#)

[Spring 2022 Conservation Intern in Bozeman, Montana | Careers at Bozeman, MT \(icims.com\)](#)

[Intern, Climate Change Adaptation - Conservation International](#)

*Have events or activities you would like to share with the cohort? Email them to [meilin.chan@duke.edu](mailto:meilin.chan@duke.edu)*

## Duke University Reporting Resources

For a more detailed list of resources, you can go to this site.

- **Reporting within the Nicholas School** (this includes reporting any faculty, staff, or students)
  - [Submission Form](#)
- **Anonymous Reporting Platforms**
  - [DukeReach](#)
  - [Speak Up Reporting](#)
- [Office for Institutional Equity](#)
  - [Report Form](#)
  - [Process breakdown after report is filed](#)
- **To Discuss Options Moving Forward (Anonymous)**
  - [Undergraduate Ombudsperson](#)
    - John Blackshear
      - Email: [john.blackshear@duke.edu](mailto:john.blackshear@duke.edu)
      - Phone: +1-919-668-3853
  - [Counseling and Psychological Services](#)
    - Same-day Access: Monday-Friday (10am - 3pm)
      - Walk-in at 3rd floor of Student Wellness Center
      - Call-in at 919-660-1000
      - Be mindful: Intake paperwork can take 15-20 minutes; meeting will be a short assessment
  - [Duke Women's Center](#)

## Have a safe and relaxing Spring Break!



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