



**State of New Jersey
Board of Public Utilities
44 South Clinton Avenue
Trenton, New Jersey 08625**

Paid Internship Opportunity

****This is an in person position****

Division: Division of Clean Energy

Number of Positions: One (1)

Salary: \$15.00 per hour

Work Hours: 10-20 hours per week (varies depending on semester)

General Unit Description: New Jersey's Clean Energy Program, administered through the Division of Clean Energy, promotes the development of clean, renewable sources of energy including solar, wind, geothermal, combined heat and power (CHP) and sustainable biomass, and energy efficiency. Guided by the Clean Energy Act of 2018's goal of achieving 100% clean energy by 2050, the Division of Clean Energy works to lower energy costs, reduce demand for electricity, emit fewer pollutants into the air and create jobs in the clean energy sector.

Project Description: The Division of Clean Energy is seeking one Clean Energy Intern who will have the opportunity to work with the Deputy Director and the various clean energy teams to learn and develop an understanding of the NJBPU's role in achieving 100% clean energy by 2050.

What you will do:

- Report to the Deputy Director in the Division of Clean Energy at the NJBPU and work day to day with one or multiple clean energy teams on assigned tasks.
- Assist program staff with day-to-day program implementation.
- Perform research, data collection, and analysis on renewable energy resources and development, as needed in support of the Division objectives.
- Review the program design, incentive levels, eligibility criteria, and other parameters of peer state programs toward recommendations for refinement of existing programs.
- Research and design new or modified renewable energy programs, and complete any assigned tasks related to reaching the state's clean energy goals.
- Participate in internal and stakeholder meetings.

What you will learn:

- How you can make a difference in the fight against the effects of climate change.
- Insight into the development and structure of clean energy programs.
- The process for policy development and for getting program approval.
- Clean energy technologies, including emerging technologies.
- The legal and regulatory aspects of renewable energy initiatives.
- Working within teams at NJPBU and with other State agencies.

What we'd like to see:

- Strong writing and editing skills.
- Excellent organizational skills and ability to meet project deadlines.
- Ability to effectively work in teams and independently.
- Proficiency in MS Office programs, such as Excel, PowerPoint and Word.

Recent graduates or current graduate or undergraduate students with at least two (2) years of college experience, from an accredited college or university, majoring in science, engineering, finance, public policy, or business management. NJBPU will work with an educational institution's cooperative education office to enable students to obtain college credit upon request.

Education/Experience: Recent graduates or current graduate or undergraduate students with at least two (2) years of college experience, from an accredited college or university, majoring in the accounting, business management, or finance. Strong writing and editing skills required. BPU will work with an educational institution's cooperative education office to enable students to obtain college credit upon request.

Estimated Project Duration and Work Schedule: The NJBPU requires interns to work a minimum of 10-20 hours per week (varies depending on semester). An extension into the next session will be taken into consideration.

Note: We invite members of all diverse communities to join our workforce as we endeavor to best serve New Jerseyans from every background. We believe that by welcoming differences, encouraging new ideas and views, listening to and learning from each other, and providing opportunities for professional enrichment we are better able to serve those around us.

To Apply: Please submit the following to humanresources@bpu.nj.gov: resume; brief writing sample; most recent transcript (unofficial copy acceptable); Personal Relationships Disclosure Form ([Click Here](#)) and three references (name and phone number for either professional or educational contacts).

In the subject line, please follow the format of "NAME [first last], Semester Year [i.e. Spring 2023], and Division [i.e. Reliability and Security] Intern Application". Applications are due one month prior to the start of the internship cycle, so if you are applying for a Summer role, your application is due no later than May 1 of the given year.

Note: Interns must be New Jersey Residents or attend a New Jersey college or university.

Visit us at: <https://nj.gov/bpu/>

The New Jersey Board of Public Utilities is an Equal Opportunity Employer.