



## Sustainability Catalyst Internship Program

### Graduate student opportunity: Summer 2025

The Sustainability Catalyst Internship Program offers University of Toronto graduate students paid opportunities to work with partners on real-world sustainability solutions faced by their organizations. The internships run part-time from May to September and are managed by the President's Advisory Committee on the Environment, Climate Change, and Sustainability (CECCS) for students in the Greater Toronto Area. Students will move through the internship as a cohort and will receive career development and project management support from a dedicated mentor within the partner organization, as well as from the CECCS Sustainability Catalyst Project Manager.

The pay rate for the summer 2025 program is \$32.31/hour for a 250-hour project. Internships are open to all graduate students enrolled in a full-time program in the 2024-2025 academic year at U of T. This is a non-appointed role with the University of Toronto.

Visit [sustainability.utoronto.ca/catalyst](https://sustainability.utoronto.ca/catalyst) to learn how the program works and be sure to confirm your eligibility before applying.

**Applications close at 11:59 PM on Sunday March 30, 2025.**

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**Project Title:** Bouncing Forward - Neighbourhood Resilience Plan

**Organization:** [East Scarborough Storefront](#)

**Work Location:** Hybrid- remote and onsite at 4040 Lawrence Avenue East, Scarborough ON M1E 2R2

**Work term:**

This is a 250-hour position. The intern is expected to work an average of 15 hours per week between May 1 and August 29, 2025, during our operating hours from Monday to Thursday 9:00am – 6:00 pm and Fridays 9:00 am-5:00 pm. The schedule will be flexible but will require the intern to participate in team and project planning meetings, as well as community meetings which may be in the evening.

**Project Description:**

The Storefront works to strengthen the neighbourhood of Kingston/Galloway-Orton Park (KGO) located in East Scarborough, a suburban area on the eastern edges of the City of Toronto. KGO is a neighbourhood where there is a concentration and overlap of poverty, racialization and marginalization, which means the people living here face multiple barriers to meeting their basic needs, to accessing resources and opportunities, and to equitably having agency and voice in the systems that impact them. These are the issues that The Storefront was created to address.

The East Scarborough Storefront is currently developing *Bouncing Forward*, a community resilience initiative. *Bouncing Forward* will help the KGO community better prepare for, respond to, recover from, and bounce forward after a major shock event; addressed in a community-focused low carbon resilience plan. Furthermore, the lessons from *Bouncing Forward* will be used to inform how the City of Toronto develops and implements low carbon resilience strategies.

In this project, we will facilitate the design of a whole-of-community, cross-sector plan that is grounded in decolonizing/anti-racist practices and incorporates local experiences and insights along with learnings from other innovations to plan for the next climate event to impact the community.

### **Project Activities and Deliverables:**

The intern's role will be to support the design of *Bouncing Forward* community meetings, to gather data through various accessible methods at community meetings, and to compile and analyze the data to support the first draft of the *Bouncing Forward* neighbourhood-level resilience plan. The intern will have the opportunity to co-present the plan and receive feedback from grassroots leaders, organizations, and institutions, to ensure their contribution(s) are reflected in the resilience plan.

The intern will specifically work on and support the project by:

- Conducting a literature scan of neighbourhood level resilience plans or guides to developing neighbourhood level resilience plans
- Supporting the design, facilitation and reporting on 1-2 community gatherings with partners to incorporate their contribution(s) to in the plan. What can organizations, institutions and grassroots groups do to ensure they are and remain prepared to support community resilience in the event of a (climate) crisis?
- Designing, implementing and analyzing surveys for members who were not present in community gatherings
- Developing a network/neighbourhood map
- Supporting the first draft of the resilience plan using the Connected Community Approach's 10 keys:
  - What would a response look like?
  - How would communication flow?
  - What spaces can be used and mobilized?
  - What would the role of each group/organization/institution be? begin to map roles in the community according to assets and strengths of the organizations, resident leaders, grassroots groups, etc.
  - How would the community support recovery efforts after the event?
  - What would a follow up "bounce forward" process/event look like?

### **Preferred Background and Skills:**

- Experience conducting stakeholder engagement events, including facilitation skills
- Familiarity with research methodologies and survey techniques
- Community engagement experience
- Familiarity conducting focus group research
- Strong analytical skills

- Project management and organizational skills
- Familiarity and experience working with vulnerable populations
- Deep commitment to equity, anti-racism, and anti-oppression principles and goals.
- A belief in the power of “by the community for the community” solutions to complex social issues
- Alignment with our organization’s values and principles, as articulated in our Playbook and Equity Framework
- Lived experience of poverty, racialization, or other forms of marginalization considered an asset
- The ideal candidate will put relationships at the centre of their work
- Local resident of East Scarborough, or ability to travel regularly to East Scarborough for onsite work

### **Sustainability Catalyst Internship Program Requirements:**

- Students are enrolled in a full-time graduate program at U of T in the 2024-2025 academic year
- Students are in good academic standing and not on academic probation
- Students are legally entitled to work in Canada and will be residing within the Greater Toronto Area during the internship
- Students have confirmed their eligibility to work the required hours by checking the guidelines of any graduate student funding they hold. It is the award recipient's responsibility to comply with the rules and regulations of their award(s).

### **Application Procedure:**

Applicants should email their cover letter including why this internship is of interest to them, and their resume highlighting relevant skills and experience, as a single PDF document to [keagan.urbanowicz@utoronto.ca](mailto:keagan.urbanowicz@utoronto.ca) no later than 11:59 PM on March 30, 2025, noting the project title in the email subject line. Only applicants selected for an interview will be contacted. Applications will be reviewed on a rolling basis. Early applications are encouraged.

If you are applying for more than one Sustainability Catalyst Internship position, you must also [fill out this internship project ranking form](#) by the application deadline to indicate your preferred projects.

### **Resources:**

CECCS and U of T Career Exploration & Education invite prospective Catalyst intern applicants to participate in the following workshops (participation in the workshops is not a requirement to apply):

- **Friday March 21, 1:00-2:30 PM - Job Applications Workshop (online).** This workshop will provide students with tips on how to highlight relevant skills and experience and tailor your application to the position(s) you are applying for. [Please register for the March 21 Job Applications workshop here.](#)
- **Monday April 7, 12:00-1:30 PM – Job Interviews Workshop (online).** This workshop will provide students with the opportunity to practice their interview skills and prepare for the internship roles they have applied to. [Please register for the April 7 Interview Workshop here.](#)

**Diversity Statement**

*The University of Toronto embraces Diversity and is building a culture of belonging that increases our capacity to effectively address and serve the interests of our global community. We strongly encourage applications from Indigenous Peoples, Black and racialized persons, women, persons with disabilities, and people of diverse sexual and gender identities. We value applicants who have demonstrated a commitment to equity, diversity and inclusion and recognize that diverse perspectives, experiences, and expertise are essential to strengthening our academic mission.*

**Accessibility Statement**

*The University strives to be an equitable and inclusive community, and proactively seeks to increase diversity among its community members. Our values regarding equity and diversity are linked with our unwavering commitment to excellence in the pursuit of our academic mission.*

*The University is committed to the principles of the Accessibility for Ontarians with Disabilities Act (AODA). As such, we strive to make our recruitment, assessment and selection processes as accessible as possible and provide accommodations as required for applicants with disabilities. If you require any accommodations at any point during the application and hiring process, please contact [hruniversityoperations@utoronto.ca](mailto:hruniversityoperations@utoronto.ca).*