**Renewable Natural Gas Policy Intern, Job Posting**

Burnham RNG is a seed stage, rapidly growing, private equity backed company formed to build, acquire, own, and operate assets that eliminate methane emissions by producing Renewable Natural Gas (RNG) and other low carbon commodities from waste. Our mission is to end emissions from waste and to live in a future where waste is a resource used to create low carbon commodities and fuels.

To accomplish our mission, we are looking to build and grow a cohesive team in an execution-oriented culture. We have created the following cultural markers and strive to hire likeminded people to help fuel our growth.

**HUMBLE…**we do not take ourselves too seriously, hopefully you don’t either.

**DISCIPLINED…**we strive for systemic, consistent execution in everything we do.

**ANALYTICAL…**we need team members with strong opinions and the ability to backup those opinions with solid data.

**ENTHUSIASTIC…**we care deeply about the outcomes of our work.

**CURIOUS…**we don’t have all the answers. We need team members to take the initiative to figure it out.

**FUN…**we love what we do and love coming to work each day.

We are actively searching for a college student to join our team for the summer as a **Policy Intern** and help bring Burnham to the next level! We expect the internship experience to achieve 3 high-level goals: (1) help prepare the candidate for the future by presenting real situations, challenges, and opportunities which besides requiring value-added effort, ultimately help the candidate become smarter about what they want to do in the future, (2) an output of the prior, support individuals and teams at Burnham, helping us move towards our goal of eliminating emissions from waste, and last (3) help support a talent pipeline to Burnham through follow-on internships with us, joining the team post-graduation , and recommendations to others.

* This is a paid position, with work hours up to 40 hours/week, and reports to our Policy Lead.
* The position can be based:
  + Seattle, WA (preferred area, and will be remote with expectation to meet occasionally with Burnham employees locally in the Seattle / Puget Sound area)
  + Raleigh, NC
  + Washington DC / Arlington, VA

**In this position, you will…**

* Perform policy research deep dives and prepare analyses that drive strategic origination and development of RNG projects
* Support the preparation of policy briefs, public comments, and external policy communications and talking points
* Maintain Burnham’s internal RNG policy tracking framework
* Attend internal and external meetings to present research, take notes, provide input and updates, and synthesize action items and takeaways
* Support governmental relations helping to research and apply for grants and navigating local government engagement
* Complete one or two more formal, 25-50% time commitment research projects on topics beneficial to both Burnham’s business interests and helpful to the intern as a work product for their job search portfolio

**In this position, we will need you to have….**

* Demonstrated interest in and knowledge of clean energy and climate policy
* Familiarity with Low Carbon Fuel Standard and food waste reduction policies, renewable natural gas, anaerobic digesters, and environmental justice a plus
* Previous experience with Microsoft Office (specifically, Excel, Word, and PowerPoint) required
* Previous experience with Google Earth or ESRI ArcGIS a plus
* Ability to handle large amounts of incoming information and balance multiple projects
* Ability to work individually and in a group setting
* Attention to detail
* A strong sense of personal responsibility and ownership of work product
* Desire to join a high-energy, early-stage, execution-oriented team
* Fun to work with

If you are passionate about our mission and wish to be a part of this exciting opportunity, please apply.

***Burnham is dedicated to the principles of equal employment opportunity (EEO) in any term, condition or privilege of employment. Burnham does not discriminate against applicants or employees on the basis of race, color, creed, religion, sex, national origin, age, physical or mental disability, ancestry, marital status, sexual orientation, gender identity or expression, veteran status, uniform service member, genetic information or any other status protected by law. Burnham complies with applicable state and local laws governing nondiscrimination in employment in every location in which we operate.***