



Energy Efficiency
PROGRAM

Ameren Illinois Energy Efficiency Program Summer Internship Program

Employer Informational Webinar

Agenda



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- What is the Ameren Illinois Energy Efficiency Summer Internship Program?
- Hiring and Application Requirements
- Employer Commitments
- Timeline
- Key Contacts
- Questions?

2024 Program Overview



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What is the Ameren Illinois Energy Efficiency Summer Internship Program?



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- It is our goal to grow the number of local candidates working in the energy efficiency field throughout central and southern Illinois.
- Its is our goal to support the growth of your organization while helping you serve your community to the maximum potential.
- We will provide the tools and resources to increase job seeker's knowledge and experience in the energy efficiency industry.
- Hiring support provided by the Ameren Illinois Energy Efficiency Program.

How it Works

- Employer application open March 5 – April 11.
- Fully funded 8-12-week summer internships.
- Interns will receive mentorship from professionals, learn new skills, understand energy efficiency concepts and receive career development support during and after the program ends.



"The internship program helped me with what my future would look like."

Application Questions



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MDI Summer Internship Application

Visit the [Summer Internship Resources Webpage](#) for more information on how to submit an application.

*Have you previously participated in the Ameren Illinois Energy Efficiency Summer Internship Program?

- ☐ Yes
☐ No

▼ Job Information

*Job Description

Describe the position and the specific work expected of an intern. Please include as much detail as possible. Things to consider: How would an intern support your ability to increase capacity or complete more work related to energy efficiency?

*Job Duties

*Qualifications

*Hourly Rate

*Weekly Hours Worked (Should be 25-40 hours)

*Number of Weeks Worked (Should be 8-12 weeks)

Total Wages: \$

*Other Expenses (Ex: laptop, uniform, rental car, etc.)

Insert 0 if there are no other expenses needed.

Total Funds Requested: \$

Next

Application Responses

Summer Internship Program Application Form

- Business or Organization Name: **Your Company**
- Proposed Hourly Rate: **Competitive Hourly Wage**
- Location Where Intern Will Work From: **Ideally in the Ameren Illinois Service Territory**
- Proposed Total Hours Intern Will Work Per Week: **Interns Need to Work Full-Time**
- Estimated Total Cost of Intern Wages: **Proposed Hourly Rate X Number of Weeks x Hours per Week**
- Additional Funds Requested (Excluding Salary): **Technology, Travel Expenses, Uniform etc.**

For more information:
AmerenIllinoisSavings.com/InternshipResourcesFAQ

Sample: NEF Job Description

National Energy Foundation (NEF) is a 501(c)(3) non-profit educational organization based in Salt Lake City, Utah. NEF's mission is to cultivate and promote energy literacy. NEF achieves its mission through the implementation of student and teacher education programs focused on energy, natural resources and through the custom development of premier instructional materials.

NEF is looking to hire a seasonal summer employee who will provide program level support to our energy efficiency education programs. This person will work under the direction of the Program Coordinator and the Program Director and will assist in the design, enrollment, recruitment and implementation of program. This is an entry-level position that will introduce this candidate to careers in energy efficiency as it relates to education. This employee will work 40 hours a week, up to 480 hours this summer and will work in person with our Salt Lake City, UT team.

Sample: NEF Job Description



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Responsibilities

The candidate will support teacher and school recruitment efforts by assisting in the design of marketing materials, the research of eligible school and teacher participants and the development of a robust in-classroom presentation that accompanies program curriculum. The candidate will conduct research, collect data and gather best practices from other NEF energy efficiency education programs. The candidate will learn about program implementation and will help the Program Coordinator with logistics related to in-person classroom presentations.

Qualifications, Education, Experience and Skills

The ideal candidate will be:

- Teachable
- Responsible
- Reliable
- Passionate
- Self-motivated
- Results-oriented
- Have excellent communication skills both written and oral
- Have computer skills – email, Google Sheets, Excel and more
- Demonstrate problem-solving skills
- Have excellent people skills

Employer Commitments

- Required to sign a Memorandum of Agreement.
- Must be able to provide:
 - › A 8 – 12 week internship opportunity.
 - › A work week between 30 – 40 hours per week.
 - › Employ the participant.
- Provide on-the-job training and coaching with career development information specific to the position.
- Follow and teach highest safety standards possible for this position.
- Require the intern to participate in the Ameren Illinois Energy Efficiency webinars and events provided throughout the summer. (This requirement should not take more than 20% of the internship length.)
- Proactively communicate successes or challenges with Ameren Illinois.
- Send invoices to SEEL (should include employer and milestone information).

Ameren Illinois Commitments

- Provide funding for summer internship.
- Host kickoff, wrap-up and volunteer events.
- Host six webinars that provide interns with information about working in the energy efficiency field.
- Ameren Illinois will serve as a resource for the participant throughout the summer.

Hiring Requirements

- Positions are open to entry-level jobseekers, including:
 - › High school upperclassmen
 - › College undergraduate students
 - › Graduate students
 - › Adults looking for new a career path

Weekly Webinars

- Six weekly virtual webinars.
- Intern collaboration, introduction to Ameren Illinois staff.
- Topics include:
 - › Customer Service
 - › Energy efficiency basics
 - › Future technologies: smart home, smart grid, electric vehicles
 - › Income qualified and innovative energy efficiency programs
 - › Weatherization
 - › Career and workforce development

Frequently Asked Questions

- Who is paying for this internship program?
- What are the benefits of having a summer intern?
- What does a typical work week consist of?
- Are there any other mandatory activities that the interns will have to participate in?
- Will interns be evaluated?
- Can I hire the intern after the Program ends?

Timeline



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- **March 5:** Application Opens
- **April 11:** Application Closes by 5:00 p.m.
- **April 14 – 25:** Applications Reviewed and Scored
- **April 28 – May 2:** Selected Employers Notified
- **May 5 – May 9:** Non-Selected Employers Notified
- **May 7:** Employer Informational Webinar for Selected Applicants
- **May 2 – 30:** Window to Hire Interns
- **June 2:** Intern Start Date
- **June 4:** Program Kick Off Event In-Person (Location TBD)
- **June 11:** Weekly Webinars Begin
- **June 27:** Community Service Group Volunteer Event
- **July 25:** Community Service Group Volunteer Event
- **August 6:** Program Wrap Up Event In-Person (Location TBD)
- **August 8:** Intern End Date

What's Next?

Submit your application!

- An application link will be shared with all webinar attendees.

Questions?

- Your program point of contact is:



Cy'iesa Lawson



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Program Contacts

SEEL, Inc.

Contracting, Wrap-Around
Career Services

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Leidos, Inc.

General Program Oversight

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National Energy Foundation

Events, Webinar Curriculum

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Questions?

For more information about the Summer Internship Program, visit
AmerenIllinoisSavings.com/InternshipResources.