

## Position Description April 2025

### Policy Intern

**Remote position**, ideally for a student or recent graduate located in New England  
Full-time paid Internship, May 2025 thru August 2025

Want to join a company that does good for the world? Do you care about the work you do and its impact on the future of our planet? Join the Abode Energy Management (Abode) team, where you won't ever want to leave. We're fun, kind, passionate, progressive, and innovative. We are a fast-growing energy efficiency program implementor in the northeast, focused on electrification and heat pump adoption.

### Summary/Objective

Abode partners with utilities and state agencies to ensure contractors deliver high-quality weatherization and energy efficiency services to homeowners. We also work to accelerate the adoption of decarbonization measures like heat pumps. We are seeking an intern this summer to support business development, policy, and thought leadership efforts. This is an excellent opportunity for a student or recent graduate passionate about sustainability to apply their research and communication skills while gaining hands-on experience in a growing company committed to making a difference.

### Responsibilities

The Intern, reporting to our VP of Strategy and Partnerships, will conduct research and analysis and summarize key findings for internal stakeholders. Responsibilities are likely to include:

- Update process and framework to track energy policy in New England states.
- Update tracking system with policy updates from multiple industry organizations and from state agencies.
- Present relevant policy updates to key internal stakeholders.
- Track and report on regional and federal policy initiatives that could affect our work.
- Other related projects/tasks as assigned by your manager.

### Qualifications

#### *Must-Haves:*

- Either currently enrolled in or a recent graduate of a 2- or 4-year college, university, or graduate program in Rhode Island, OR be a RI resident that recently attended an out-of-state college or university.
- Be accepted for participation in the RI DOER Clean Energy Internship Program (a simple process we can help you navigate).
- Be a US citizen or authorized to work in the US

#### *Strong candidates will bring most, if not all, of the following skills and experience:*

- Demonstrated interest in climate policy, sustainability, energy efficiency, or other issues related to Abode's day-to-day work
- Clear, effective oral and written communications skills
- Collaborative team player; brings a positive can-do attitude and pride in completing tasks on time and done right
- A self-starter, able to proactively manage competing demands and changing schedules to complete tasks in a timely and diligent manner
- Comfortable with learning and navigating office-related software

**Job Details and How to Apply**

This is a temporary, non-exempt, hourly, not eligible for benefits, full-time position. The intern will be paid \$18 per hour. We ask that you be able to devote 40 hours per week to this internship. You will generally work remotely most of the time from your home or school but it will be useful for you to come into our Concord, MA office occasionally for meetings.

To apply, please send a resume and cover letter to [Kristin.Dupre@AbodeEnergy.com](mailto:Kristin.Dupre@AbodeEnergy.com) with subject line "Application for Summer 2025 Policy Intern position". Applications will not be considered without a cover letter clearly explaining why you would be a good fit for this position. We look forward to hearing from you!

*Abode is focused on broadening opportunities for individuals from demographic groups that are historically underrepresented in the energy sector. We are committed to building an inclusive workplace culture where talented people of widely diverse backgrounds thrive. All qualified applicants will receive consideration for employment without regard to their race, color, religion, sex, sexual orientation, gender identity or expression, age, national origin, veteran status or disability.*