

**Curriculum and Grading Assistantship for Summer 2015**  
**APPLICATION DEADLINE: MONDAY, APRIL 13TH AT 5:00PM**

Columbia University's School of Continuing Education and the Earth Institute are seeking a Curriculum and Grading Assistant for **ARCH A4684: Sustainable Design** the summer of 2015.

This course will take place in Summer Session D (May 26-July 2) on Tuesday and Thursday evenings 6:10pm-8:00pm and will be taught by Professor Davidson Norris.

Sustainable management means the thoughtful and efficient allocation of resources to achieve the greatest possible reduction in energy use and carbon footprint at the lowest possible cost to the environment and the Owner. In any organization buildings and the infrastructure that supports them represent a very significant energy, carbon and cost load. The purpose of the course will be to familiarize students with core architectural design strategies and mechanical/technical systems that can and will make existing facilities or new ones more resource efficient. Architectural, engineering or building technology background considered critical.

Applicants should have strong knowledge of, and an interest in, the topics studied throughout the course of the semester.

**Please note:** Applicants must be enrolled in a graduate program at Columbia University. You are not eligible for these positions if you are graduating in May 2015. Applicants who are currently employed by Columbia University, including as paid interns, are ineligible for these positions.

**Time Commitment & Responsibilities:**

The set time commitment consists of a class sessions on Tuesday and Thursday evenings from 6:10pm-8:00pm, and holding weekly office hours for students. CGAs are also responsible for meeting with the professor to review the following week's material, address student inquiries, work with student project teams and grade memos and other assignments. The stipend for this position is \$5,250 per semester.

For more information about the Master of Science in Sustainability Management, please visit <http://sustainability.ei.columbia.edu/>.

If interested, you can e-mail your application materials, consisting of a cover letter and a resume to Alyssa Rome, Program Manager, at [arome@ei.columbia.edu](mailto:arome@ei.columbia.edu). Application materials must be sent as attachments.

**\*Please include the course number/description in the e-mail subject line (e.g. ARCH A4684 CGA APPLICATION).\***

**Applications submitted by the deadline will be given top priority. Deadlines to apply for certain CGA positions may be extended depending on level of interest.**

**APPLICATIONS WITHOUT COVER LETTERS WILL NOT BE CONSIDERED.**

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**APPLICATION DEADLINE: MONDAY, APRIL 13TH AT 5:00PM**

Columbia University's School of Continuing Education and the Earth Institute are seeking a Curriculum and Grading Assistant for **SUMA K4033: Decision Models and Management** in the summer of 2015.

This course will take place in Summer Session Q (July 6-August 14) on Monday and Wednesday evenings from 6:10pm to 8:00pm and will be taught by Professor Lou Riccio.

Applicants should be enrolled in a graduate program at Columbia University; have strong knowledge of, and an interest in, the topics studied throughout the course of the semester; and meet the following qualifications:

- Solid performance in Decision Models and Management class during the previous semesters.
- Interest in decision-making models from various fields.
- Solid knowledge and skills using Excel and Excel add-in software Solver and Crystal Ball.
- Experience as a teaching assistant is preferable but not required.

**Please note:** Applicants must be enrolled in a graduate program at Columbia University. You are not eligible for these positions if you are graduating in May 2015. Applicants who are currently employed by Columbia University, including as paid interns, are ineligible for these positions.

**Time Commitment & Responsibilities:**

The set time commitment consists of class sessions on Monday and Wednesday evenings from 6:10pm to 8:00pm, and holding weekly office hours for students. CGAs are also responsible for meeting with the professor to review the following week's material, address student inquiries, and assist in the grading of problem sets and examinations. The stipend for this position is \$5,250 per semester.

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**Applications submitted by the deadline will be given top priority. Deadlines to apply for certain CGA positions may be extended depending on level of interest.**

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**Curriculum and Grading Assistantship for Summer 2015**  
**APPLICATION DEADLINE: MONDAY, APRIL 13TH AT 5:00PM**

Columbia University's School of Continuing Education and the Earth Institute are seeking a Curriculum and Grading Assistant for **SUMA K4142: Sustainable Finance** in the summer of 2015.

This course will take place in Summer Session X (May 27-August 14) on Wednesday evenings from 8:10pm to 10:00pm and will be taught by Professor Bruce Kahn.

Applicants should be enrolled in a graduate program at Columbia University; have strong knowledge of, and an interest in, the topics studied throughout the course of the semester; and meet the following qualifications:

- Solid performance in Sustainable Finance class during the previous semesters.
- Interest in the economic, environmental, social and governance.
- Familiarity with financial concepts such as global credit, underwriting, insurance, risk management, venture capital and asset management capital markets etc.
- Experience as a teaching assistant is preferable but not required.

**Please note:** Applicants must be enrolled in a graduate program at Columbia University. You are not eligible for these positions if you are graduating in May 2015. Applicants who are currently employed by Columbia University, including as paid interns, are ineligible for these positions.

**Time Commitment & Responsibilities:**

The set time commitment consists of class sessions on Wednesday evenings from 8:10pm to 10:00pm, and holding weekly office hours for students. CGAs are also responsible for meeting with the professor to review the following week's material, address student inquiries, and assist in the grading of problem sets and examinations. The stipend for this position is \$5,250 per semester.

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**Curriculum and Grading Assistantship for Summer 2015**  
**APPLICATION DEADLINE: MONDAY, APRIL 13TH AT 5:00PM**

Columbia University's School of Continuing Education and the Earth Institute are seeking a Curriculum and Grading Assistant for **SUMA K4147: Water Resources and Climate** in the summer of 2015.

This course will take place in Summer Session D (May 26-July 2) on Monday and Wednesday evenings 6:10pm-8:00pm and will be taught by Professors Laia Andreu-Hayles and Paula Gonzalez.

The course will cover the science needed to understand main features of the global hydrological cycle, the link between hydrology and climate, and why climate change will affect the hydrologic cycle. The proposed syllabus describes past observed and projected future changes to this system, and how these changes affect key sectors such as water management and agriculture. In addition, some lectures will also discuss possible adaptation measures to climate change. The course will be formatted as a combination of lectures and seminars, with the lecture portion used to introduce scientific concepts and the seminar portion to discuss and evaluate the assigned readings.

Applicants should have knowledge of, and an interest in, the topics of the course (see description above).

**Please note:** Applicants must be enrolled in a graduate program at Columbia University. You are not eligible for these positions if you are graduating in May 2015. Applicants who are currently employed by Columbia University, including as paid interns, are ineligible for these positions.

**Time Commitment & Responsibilities:**

The set time commitment consists of class sessions on Monday and Wednesday evenings from 6:10pm to 8:00pm and weekly office hours (TBD). CGAs are also responsible for meeting with the professor to review the following week's material, address student inquiries, work with student project teams and grade memos and other assignments. The stipend for this position is \$5,250 per semester.

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Columbia University's School of Continuing Education and the Earth Institute are seeking a Curriculum and Grading Assistant for **SUMA K4180: Writing about Global Science for the International Media** in the summer of 2015.

This course will take place in Summer Session Q (July 6-August 14) on Tuesday and Thursday evenings from 6:10pm to 8:00pm and will be taught by Professor Claudia Dreifus.

Applicants should have strong knowledge of, and an interest in, the topics studied throughout the course of the semester as well as the following qualifications:

- Solid performance in a related graduate program, such as in an MPA, MIA or Journalism program.
- Interest and knowledge in international media, science, and communications.
- Ability to work at least 20 hours a week and to meet regularly with students during office hours and occasionally as requested and with the instructor.
- Strong popular non-academic writing skills are essential and the ability to copy edit the writings students produce as a part of the course.
- Some knowledge of scientific topics and sustainability issues is helpful.

**Please note:** Applicants must be enrolled in a graduate program at Columbia University. You are not eligible for these positions if you are graduating in May 2015. Applicants who are currently employed by Columbia University, including as paid interns, are ineligible for these positions.

**Time Commitment & Responsibilities:**

The set time commitment consists of a class session Tuesday and Thursday evenings from 6:10pm to 8:00pm and holding weekly office hours for students. CGA's are also responsible for meeting with the professor to review the following week's material, address student inquiries, and assist in the grading of writing assignments. The stipend for this position is \$5,250 per semester.

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Columbia University's School of Continuing Education and the Earth Institute are seeking a Curriculum and Grading Assistant for **SUMA K4193: Statistics of Sustainability Management** in the summer of 2015.

This course will take place in Summer Session X (May 27-August 14) on Wednesday evenings from 6:10pm to 8:00pm and will be taught by Professor Dong Guo.

Applicants should be enrolled in a graduate degree program at Columbia University; have strong knowledge of, and an interest in, the topics studied throughout the course of the semester; and meet the following qualifications:

- Solid performance in postgraduate level courses in quantitative methods, and micro-economics.
- Interest in environmental economics, science and/or sustainable development.
- Proficiency with Excel and STATA, and familiarity with SPSS, R, and other computational and statistics programs is required.
- Experience as a teaching assistant.

**Please note:** Applicants must be enrolled in a graduate program at Columbia University. You are not eligible for these positions if you are graduating in May 2015. Applicants who are currently employed by Columbia University, including as paid interns, are ineligible for these positions.

**Time Commitment & Responsibilities:**

The set time commitment consists of a class session Wednesday evenings from 6:10 to 8:00pm, and a 2 hour recitation session that the CGA will lead, and holding weekly office hours (1.5 hours) for students. CGA's are also responsible for meeting with the professor to review the following week's material, address student inquiries, and the grading of problem sets and examinations. The stipend for this position is \$5,250 for the term.

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Columbia University's School of Continuing Education and the Earth Institute are seeking a Curriculum and Grading Assistant for **SUMA K4350: Seminar in Project Analysis** in the summer of 2015.

This course will take place in Summer Session X (May 27-August 14) on Tuesday evenings from 6:10pm to 8:00pm and will be taught by Professor Kizzy Charles-Guzman.

Applicants should be enrolled in a graduate program at Columbia University; have strong knowledge of, and an interest in, the topics studied throughout the course of the semester; and meet the following qualifications:

- Superior communication, writing and editing skills.
- Solid performance in graduate coursework focused on data analysis
- Solid experience and skills with benchmarking analysis
- Interest in urban sustainability planning and indicator development.
- Experience as a teaching assistant is preferable but not required.
- Be able to assist in the evaluation and editing of project outputs, providing feedback to students and assisting in programming of course deliverables.
- Be able to assist all class sessions in their entirety, unless otherwise requested.

Please note: Applicants must be enrolled in a graduate program at Columbia University. You are not eligible for these positions if you are graduating in May 2015. Applicants who are currently employed by Columbia University, including as paid interns, are ineligible for these positions.

**Time Commitment & Responsibilities:**

The set time commitment consists of class sessions on Tuesday evenings from 6:10pm to 8:00pm, and holding weekly office hours for students. CGAs are also responsible for meeting with the professor to review the following week's material, address student inquiries, and assist in the grading of problem sets and examinations. The stipend for this position is \$5,250 per semester.

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Columbia University's School of Continuing Education and the Earth Institute are seeking a Curriculum and Grading Assistant for **SUMA K4360: Sustainability Technology & the Evolution of Smart Cities** in the summer of 2015.

This course will take place in Summer Session X (May 27-August 14) on Thursday evenings from 6:10pm to 8:00pm and will be taught by Professor Gregory Falco.

Applicants should be enrolled in a graduate program at Columbia University; have strong knowledge of, and an interest in, the topics studied throughout the course of the semester; and meet the following qualifications:

- Passion for disruptive technology and interest in systems thinking
- Interest in sustainability systems, data analytics and emerging markets
- Practical experience in the field of sustainability (preferred)
- Solid knowledge and understanding of the concepts and use cases for a Smart City, Mobile Technology and Big Data
- Experience as a teaching assistant is preferable but not required
- Interest in thinking outside the box and disrupting markets

Please note: Applicants must be enrolled in a graduate program at Columbia University. You are not eligible for these positions if you are graduating in May 2015. Applicants who are currently employed by Columbia University, including as paid interns, are ineligible for these positions.

**Time Commitment & Responsibilities:**

The set time commitment consists of class sessions on Thursday evenings from 6:10pm to 8:00pm, and holding weekly office hours for students. CGAs are also responsible for meeting with the professor to review the following week's material, address student inquiries, and assist in the grading of problem sets and examinations. The stipend for this position is \$5,250 per semester.

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**Curriculum and Grading Assistantship for Summer 2015**  
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Columbia University's School of Continuing Education and the Earth Institute are seeking a Curriculum and Grading Assistant for **SUMA K4370 Implementation of Corporate Sustainability Strategies** in the summer of 2015.

This course will take place in Summer Session D (May 26-July 2) on Tuesday and Thursday evenings from 6:10pm to 8:00pm and will be taught by Professor Todd Cort.

Applicants should be enrolled in a graduate program at Columbia University; have strong knowledge of, and an interest in, the topics studied throughout the course of the semester; and meet the following qualifications:

- Working knowledge of sustainability indicators such as those described in sustainability reporting guidelines such as the GRI
- Interest in the metrics that underlie corporate sustainability performance
- Solid knowledge and skills using business case studies as a learning tool
- Experience as a teaching assistant is preferable but not required.

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**Time Commitment & Responsibilities:**

The set time commitment consists of class sessions on Tuesday and Thursday evenings from 6:10pm to 8:00pm, and holding weekly office hours for students. CGAs are also responsible for meeting with the professor to review the following week's material, address student inquiries, and assist in the grading of problem sets and examinations. The stipend for this position is \$5,250 per semester.

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