

**Position:** *Sales Intern*  
Reports to: National Sales Manager  
Classification: Internship  
Job Close Date: Open until filled



*At Earth Advantage Institute (EAI), we believe in collaboration, innovation, and transparency. EAI's social entrepreneurial culture produces unique, results-driven solutions that benefit our clients, partners, and society as a whole. We are deeply committed to developing market mechanisms that catalyze broad behavioral change and the adoption of sustainable practices. We seek to attract and retain smart, motivated colleagues who are passionate and committed to their work and to the success of the organization. Together, we are striving to make a positive difference in our community, our industry, and in the world. Visit [earthadvantage.org](http://earthadvantage.org) for more information.*

### **Position Overview**

Earth Advantage Institute is looking for an intern who is interested in learning more about selling energy efficiency programs nationally. Our sales team generates leads and closes large contracts with utilities, state energy programs and large retailers around the country, and seeks an intern who can participate in various stages of the sales process. This intern will be working directly with the National Sales Manager and should be prepared to work in a fast-paced team environment, and will finish the internship having gained broad experience in various aspects of sales management and residential energy efficiency.

### **Responsibilities**

- Assist in researching sales targets in EAI's key markets
- Assist in targeted customer outreach, by phone and email
- Set appointments with C-level executives for the National Sales Manager
- Participate in phone conversations with C-level executives with the National Sales Manager
- Assist in developing & participating in webinar presentations with clients around the country
- Assist in generating proposals for utilities & large retail companies

### **What You Will Learn**

#### **General Sales Skills:**

- The SPIN Selling Methodology
- How to use Salesforce.com
- How to research sales targets
- How to prospect new clients
- How to successfully cold-call clients
- How to develop webinar presentations
- How to generate winning proposals

#### **Green Building Industry Specific Skills:**

- Gain experience in the emerging home energy auditing software market
- Attend EAI green building courses
- Gain experience with a leading sustainability & green building organization

### **Requirements**

EAI is looking for a graduate student who is working toward an MBA, or an undergraduate student who is majoring in business. This person should have excellent verbal and written communication skills, with previous experience in sales a major bonus. PowerPoint, Word and Excel experience is required, and will be considered when choosing the best applicant for this internship position.

### **Majors**

MBA, Business, Marketing

### **Hours Required / Duration of Internship**

10 hours per week at Earth Advantage Institute in Portland, OR, until June, 2012.

## **Payment**

This is an unpaid internship.

## **How to Apply**

Please send an email to Angela Schmiede at [aschmiede@earthadvantage.org](mailto:aschmiede@earthadvantage.org) requesting an internship application.

*Subject line should read: "Sales Intern Application – Last name, First name"*

**NO PHONE CALLS, PLEASE**

## **About Earth Advantage Institute (EAI)**

*Earth Advantage Institute is a nonprofit organization that works with the building industry to implement sustainable and energy efficient building practices. Its mission is to create an immediate, practical, and cost-effective path to sustainability and to the reduction of carbon in the built environment. The organization achieves its objectives through an innovative range of green building and energy efficiency products and services. These include certification of high performance homes, remodels, sustainable communities, and commercial spaces. Other areas of expertise cover energy disclosure & performance, building stock assessments, water conservation, and carbon foot printing and reporting. The Institute's education department offers basic and advanced courses on building science, green marketing, and green building valuation. EAI's performance testing technical services team provides a variety of onsite building assessments, energy audits, and standards verification.*



*Earthadvantage.org*