

December 19th, 2013

Department of Sustainability & Energy Management  
Stanford University  
327 Bonair Siding  
Stanford, CA 94305

Re: Interim Sustainability and Conservation Program Manager (Job Number: 61370)

Dear Fahmida Ahmed and Stanford Department Sustainability & Energy Management,

I began working on sustainability programs in 1999 as a student at University of California Santa Cruz and have had over 6 years of direct campus sustainability implementation experience. As one of the founders of the sustainability movement in the UC System, our major accomplishment was the approval of one the most comprehensive sustainability policies in higher education across the entire UC System. We initiated Chancellors Sustainability Committees at every UC campus and got Sustainability Offices established at most UC campuses. As a leader in Student Sustainability Organizing I helped build teams and connected with many amazing individuals who have built careers in this field. I helped co-found over 10 Sustainability related organizations, and secured funding that was needed to carry out their work.

I grew up here at Stanford University, and living in faculty housing, have been aware of the steps taken at the University to establish recycling programs. I was invited to the Roundtable Discussion on Sustainability at Stanford on May 19th, 2006 as a Representative from UC Santa Cruz. Stanford has made great progress toward Sustainability, and I would love to have the opportunity to improve our goals while involving students, university departments, facilities and vendors in implementing sustainable projects and educating these groups about the many benefits of carrying out sustainability initiatives.

I am now looking for a new opportunity to work with a great team to improve and expand upon the systems that support sustainability at Stanford. I have essential skills to help create the tangible, integrated institutionalized systems that introduce transformational change and maintain it. I have the experience and skills from my work at UC Santa Cruz working with Campus Committees to effectively manage change and carry out project objectives. I was elected as the Chair of the Student Committee on Committees, and there I got a birds eye view to understand how a University decision making system operates, which is essential for project management. I am an excellent multi-tasker, relationship builder, can create clear replicable processes, and develop sustainability indicators to measure project achievements. I have experience creating easy to follow campaigns to motivate student engagement. I'm also a trained and excellent facilitator, for supporting a collective group of people, or committee, to finding the best answers through dialogue between staff, students, administration, faculty and the community. I was one of the founders of the Annual Campus Earth Summit in UC Santa Cruz which has had over 10 years of achievement in producing the Blueprint for a Sustainable Campus.

Since my time at UC Santa Cruz I have worked with non-profits and community organizations and learned a lot about corporate and non-profit finances, taxes, payroll and more. I am very proficient in Microsoft Word, Powerpoint, Excel, and am able to create graphs and complex reports. I enjoy designing implementation plans for all types of sustainability projects from Green Building to Energy Consumption and Organic Foods. I'm also proficient with websites, and can build simple websites and even basic iPhone Apps.

I would be happy to schedule a talk with you about Stanford's sustainability programs and how I could best support the Department of Sustainability and Energy Management at Stanford University.

Sincerely,

Blas Jacob Cabrera