

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

BLAS JACOB CABRERA

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Sustainability Project Manager

Objective

My goal as a sustainability project manager is to implement sustainability programs to meet and go beyond policy indicator goals on energy efficiency, waste reduction, and integrating student involvement. With over 5 years of experience as a sustainability programs leader in passing and implementing the UC Sustainability Policy across California and at UC Santa Cruz, this has given me the confidence and skills necessary to successfully integrate tangible institutional sustainability policies into University practice. In helping create the systems for writing and implementing the UCSC Blueprint for a Sustainable Campus, I have actively implemented money saving tactics which have freed up resources for reinvestment in the mission of the University, and reducing our ecological footprint. From co-founding Chancellor level sustainability committees, to founding my own non-profit, these administrative experiences have given me professional skills that will be of great value in this position, including project management to achieve goals, leadership in driving institutional commitment to change, grant writing to fund projects, computer skills and use of social media.

Skills

- Project management, research, including meeting preparation and facilitation, data management and reporting, and interaction with the public
- Professional presentations using Keynote, Powerpoint, Excel graphs and other integrated spreadsheets and other computer and tech set up.
- Digital Editing, including , Photoshop, Illustrator, Acrobat and In Design
- Web Design and Content, including Dreamweaver, iWeb, Wordpress, Magento

Sustainability Project Manager Experience

2004-2006

Sustainability Advisor and Co-Founder of Chancellors Advisory Committee on Sustainability

- Collaborated on the founding and drafting of key documents for UCSC sustainability implementation within administrative committees, and systems for allocation of funds
- Wrote proposals for funding and reports for sustainability benchmarks and indicator goals
- Interfaced with high level sustainability committee members, Vice-Chancellor of Business & Administrative Services and the Chancellor's Office

2003-2004

Elected Chair, UCSC Student Committee on Committees, and Internal Vice Chair, UCSC S.U.A.

- Oversaw student appointments to over 100 administrative committees for UCSC decision making
- Founded the Cross Committee Communication Caucus (C4)
- Helped design and Implement the first online committee application and appointment system
- Facilitated smooth functioning of the student body government and internal \$300,000 budget
- Addressed various on-campus politics and representation to the Chancellor
- Oversaw student government incorporation and creation of the Campus Sustainability Council

2002-2003

Co-Founder, California Student Sustainability Coalition

- Collaborated with student leaders and organizations statewide to build relationships with the UC Regents and passed one of the most comprehensive sustainability policies in higher education.
- Attended and assisted in the organization of numerous meetings, conferences, convergences, and launching of various statewide and local UC Santa Cruz campaigns.
- Conceptualized the need for the organization and drafted founding documents, and constitutions

1999-2003

Student Representative to the Transportation and Land Use management Committees

- Advised Administrators in charges of Transportation & Land Use Decisions for UC Santa Cruz and the Santa Cruz Metro Transportation Authority
- Independently researched pertinent information for collaboration and consulting

Temporary Work Experience

2012-2013 eBay Inc.

- Responsibilities for rapid response delivery, training new hires, marketing and promotional events, and collaborating with engineers to improve iPhone app experience

2011-2012 Macy's

- Seasonal and inventory position with responsibilities for inventory and floor display set up, and customer service

2010-2011 Whole Foods

- Responsibilities for food preparation and customer service.

2009-2010 US Census Bureau

- Responsibilities to go door to door and extensively tabulate population accounting.

Education

University of California at Santa Cruz, 2004

BA, Environmental Studies & Biology, Emphasis on Sustainability, and Plant Science

Campus Awards - 2004

Leader In Campus Sustainability Honors

Merrill College Service Award

Other Community Leadership Experience

- Founded the Community Life Network Inc. as a 501c3 non-profit charity as an umbrella organization that supports a variety of projects from education to economic justice
- Started my own not-for-profit fundraising business, BJC Service, which did a variety of services including websites, wellness, graphic design, publishing, and handyman.
- Got certified as a Warrior Yoga Instructor through a 5-year apprenticeship program and taught Yoga for 2 years in Juvenile Hall and at at risk high schools & middle schools.
- Ran for public office four times, twice as a write-in candidate and got on the ballot twice, once for Santa Cruz City Council, and once for 20th California Congressional District.
- Collaborated with the "Occupy" movement as a primary coordinator in the SF Bay Area, Nationally, and in planning and facilitating International audio meetings.

University Sustainability References

Matt St Clair - Sustainability Manager at University of California Office of the President (UCOP)

matthew.stclair@ucop.edu (510) 287-3897 (510) 647-3514

Matthew St.Clair is the first Sustainability Manager for the University of California's Office of the President, leading sustainability efforts across the 10-campus UC system since 2004. He is a founding member of the Board of Directors for the Association for the Advancement of Sustainability in Higher Education. He is a member of the Board of Directors of Strategic Energy Innovations, a non-profit organization implementing energy conservation programs in California. He also serves on the Chancellor's Advisory Committees on Sustainability at UC Berkeley, UC San Francisco, UC Santa Cruz, and UC Merced.

Joyce Rice - Sustainability Programs Manager at UC Santa Cruz

jmrice@ucsc.edu (831)-459-1714

Joyce is the staff person for the Campus Sustainability Council at UC Santa Cruz. She works with the Student Organizations, Advising & Resources (SOAR) on campus, specifically sustainability programs across the campus. Her focus is to see student passion and visions evolve and bring change to the university structure and implementation of student learning models to sustainability projects.

Auroa Winslade - Director of Sustainability at University of Hawaii

aurora7@hawaii.edu (808) 689-2317 (831) 566-2580

Auroa is the first Director of the Office of Sustainability at the University of Hawaii . She is responsible for academic and operational sustainability assessment, planning, implementation, and evaluation. In addition to helping to coordinate the Hawaii Sustainability in Higher Education Summit, she is working with faculty at UHWO to launch a Sustainable Community Food Systems degree program and start an on campus organic farm. Prior to moving to Oahu in May 2012, she was founding director of the University of California Santa Cruz Sustainability Office and helped to establish the first UC Sustainable Practices Policy in 2003.

Katie Maynard - Sustainability Coordinator at UC Santa Barbara

kmaynard@geog.ucsb.edu (805) 448-5111

Katie develops programs and initiatives to reduce the resource use and environmental impact of the UCSB campus. She founded the UCSB Sustainability Internship Program which now supervises partners over 30 student leaders working with campus and off-campus partners. She provides ongoing support to student leaders developing project ideas, identifying resources and connecting with staff and faculty partners to infuse sustainability into existing curriculum and academic programs. She is also the Staff representative to the Academic Senate Working Group on Sustainability.