

**Finance Intern,
UPMC Environmental Initiatives Program
May 2012 - July 2012**

Proposed Scope of Work:

Justification:

- 1) Quality operation and service are a continuous complex fiscal investment
- 2) Systemic integration of sustainability offers new or modified fiscal concepts and activities that must demonstrate fiscal accountability of program related activity and align with existing fiscal management practices.

Primary Worksite: Iroquois Building

Time Requirement: 20 hours per week

Externship duration: May 22nd –July 27th, 2012

Staff class: Paid Summer Intern

Note: Most projects will be concurrent and are listed below in order of priority

Project 1: Frame finance audit tool for green healthcare facility operation

Duties include:

- Understand operations-based finance indicators
 - Identify what may be unique for green buildings
 - Human Resources
 - Materials and service acquisition
 - Maintenance
 - Frame possible differences from non green building operations vs green building operations
 - New categories?
 - Adjusted calculations?
 - New indicators
- Tweak operations finance for building type:
 - Administrative
 - Hospital
 - Clinic/Surgical suite

Project 2: Develop finance oriented resources

Duties include:

- Frame sustainability finance concepts for administrative staff:
 - Operational accounting indicators: ROI, ROE, ROEI and relate activity states expense, cost neutral, cost avoidance, and savings
 - How to classify finance activity to align with concepts