

February 14, 2012

FIRST Mentors and Coaches,

Autodesk, Inc. is always looking for bright, enthusiastic and knowledgeable talent, which is what brings us to the *FIRST* mentors and coaches for help.

During the two decades that Autodesk and *FIRST* have been working together, many of you have been team members and then mentors and coaches so we thought that working together, there is high probability that you know talented individuals who could meet these needs.

Our Sustainability team has two very interesting positions open that they need to fill quickly. The positions call for Autodesk experienced, mechanical engineering students, recent graduates, young professionals or even educators.

Call to Action:

Two paid positions to be filled as soon as possible. Additional info on both positions below.

1. Autodesk Sustainability Education Fellow – paid position to be filled immediately and last for 12 months. Preferred start date would be in March or shortly after, based on applicant fit and availability.
2. Autodesk Sustainability Workshop Engineering Design Intern – paid position to be filled as soon as possible with employment from mid-June to mid-August 2012.

Applicants are asked to submit cover letter and resume for the applicable position by February 27, 2012 as these positions are posted for the general public as well and will be filled as soon as qualified applicants are secured.

For any questions regarding the positions, please e-mail adam.menter@autodesk.com

Thank you for your assistance and attention to this request.

Autodesk, Inc.

Job Description

Sustainability Education Fellow

This is a full time, contractor position for the period of one year.

Education is a key element to improving how engineers and designers use energy, materials, and resources to create our built environment. The Autodesk Sustainable Design Program oversees the creation of educational content on sustainable design, maintains strategic relationships with academia, and interfaces with students, educators, and professionals looking to incorporate sustainable design into their projects.

The candidate will support these programs and will report to the Sustainability Education Program Manager. The candidate will also collaborate closely with Autodesk Education. This position is appropriate for recent graduates, young professionals, or educators.

We are looking for a contractor or consultant for this position. The workload will be 30-40 hours per week and the contract will run for the period of a year. It is preferred that the candidate work from Autodesk's San Francisco office.

Project Role:

- Develop and curate educational content (including case studies, software tutorials, technical articles).
- Engage with students, educators, and professionals looking to incorporate sustainable design into their projects.
- Collaborate with Autodesk stakeholders to incorporate sustainability education into their work (education field team, sales channel, partnerships).

Requirements:

- Broadly conversant and up-to-date in Sustainable Design terminology and methodologies. Ideally for both building design and product design.
- Experience with software modeling and analysis tools (FEA, CFD, energy modeling, LCA).
- Excellent presentation, communication, writing, and facilitation skills. Candidates will be asked to submit two writing samples.
- Real world engineering design experience through previous jobs or past projects.
- **Degree:** Mechanical engineering major preferred. Building science, architecture, systems engineering, civil engineering, or engineering technology majors will also be considered.

Preferred Qualifications:

- Demonstrated ability to work independently, problem solve, and deal with ambiguity.
- Attention to detail and ability to absorb new information, and learn new tools, quickly.
- Proven skills in writing both technical and non-technical pieces.
- Ability to collaborate with a broad set of stakeholders including technical personnel and marketing.
- Demonstrated abilities in project management and setting priorities.

About Autodesk, Inc.

As a global leader in 3D design, engineering, and entertainment software, Autodesk helps people imagine, design, and create a better world. Autodesk accelerates better design through an unparalleled

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depth of experience and a broad portfolio of software to give customers the power to solve their design, business, and environmental challenges. In addition to designers, architects, engineers, and media and entertainment professionals, Autodesk helps students, educators, and casual creators unlock their creative ideas through user-friendly applications.

Primary Location

United States-California-San Francisco

The timing for placing this position is very short so if you are interested, please submit by February 27, 2012.

To apply for this position, please provide a cover letter and updated resume to Adam Menter, Sustainability Education Program Manager.

adam.mentor@autodesk.com

Intern - Sustainability Workshop - Eng Design (Job Number: 110000233)

Description

Are you passionate about using engineering and design to create a better and more sustainable world? Do you want to help spread this movement by teaching and motivating others to incorporate sustainable design into their work? As the Sustainability Workshop intern, you will gain real-world experience creating best-in-class educational materials. The ideal candidate is an engineering student with interest and experience in both sustainable design and Autodesk technology.

The Autodesk Sustainable Design Program oversees the creation of educational content that explains the principles and the practice of sustainable design to engineers and designers. Education is a key element to the behavior change required to transform the way people use our tools to design more sustainably. Reporting to the Sustainability Education Program Manager, the candidate will support the creation of educational materials on sustainable engineering design. The Autodesk Sustainability Workshop is the online platform that will contain this work.

Project Role:

- Scope, prioritize, and deliver high quality materials for sustainable design education. Some materials will involve Autodesk software (including, but not limited to, Autodesk Inventor and Autodesk Simulation).
- Perform and manage need finding and research, as needed, to inform the creation of new materials or delivery mechanisms.
- Collaborate with other Autodesk teams and stakeholders to align efforts with larger company goals.
- Engage other students, or educators, in the creation, validation, and refinement of this content.
- Deliver a scoped and finished project that will be launched globally and will help advance the practice of sustainable design

Requirements:

- Currently a full-time student at a US accredited university with at least one semester to complete after the internship
- Mechanical engineering major preferred. Building science, systems engineering, civil engineering, or engineering technology majors will also be considered.
- Real world engineering design experience (through previous internships, past projects, etc.).
- Broadly conversant and up-to-date in Sustainable Design terminology and methodologies.
- Experience with 3D CAD. Autodesk Inventor preferred.

Preferred Qualifications:

- Demonstrated ability to work independently and deal with ambiguity.
- FEA and CFD experience.
- Attention to detail and ability to absorb new information, and learn new tools, quickly.
- Ideally has completed their junior year of school.
- Ability to collaborate with a broad set of stakeholders including technical personnel and marketing.
- Excellent communication, writing, facilitation and presentation skills.
- Demonstrated abilities in project management and setting priorities

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Primary Location: United States-California-San Francisco

Relocation stipend available.

The timing for placing this position is very short so if you are interested, please submit by February 27, 2012.

To apply for this position, please visit Autodesk Careers at this link below.

https://autodesk.taleo.net/careersection/adsk_cmp/jobdetail.ftl?job=110000233