

## Graduate Internship Opportunity

SUMMER 2026

### Project Title

**Going From Benchmarking to Commissioning: Recommendations for Energy Reporting Programs to Effectively Promote Building System Recommissioning**

### Organization

City of Victoria

---

### About the Opportunity – Sustainability Scholars Program Info

*These 250-hour internships are offered in partnership with community organizations and provide UVic graduate students from any discipline with opportunities to gain applied sustainability research experience. Scholars work under the guidance of a partner mentor and contribute to projects with real community impact.*

*The 2026 pay rate is approximately \$34.72/hour. To apply, visit the [Sustainability Scholars Program website](#) and review the application guide to confirm eligibility and required materials. Applications close at 11:59 pm PT on Sunday, February 1, 2026. Questions? Contact Laurel Currie: [sustainability-scholars@uvic.ca](mailto:sustainability-scholars@uvic.ca).*

---

### Project Background

Buildings account for a significant share of the City of Victoria’s energy consumption and greenhouse gas emissions (nearly 50% of community emissions), making them a critical focus for energy efficiency, climate action and sustainability strategies. Upgrading inefficient building systems through recommissioning can reduce energy waste, lower utility costs, and decrease carbon footprints.

To better understand building energy use, the City of Victoria is partnering with the Capital Regional District to introduce a mandatory benchmarking and disclosure program for large buildings, launching in 2026. While energy reporting is an important first step, it does not directly reduce energy use or emissions. However, using reporting data to promote and evaluate recommissioning opportunities offers a pathway to improve performance, reduce emissions, and extend equipment life.

This project considers the opportunity of using the upcoming regional Benchmarking Program as a catalyst for recommissioning, aligning with the City of Victoria’s broader sustainability objectives such as carbon reduction and energy efficiency commitments. The Sustainability Scholar will play a key role in researching, analyzing, and translating this opportunity into practical recommendations for municipal decision-makers.

## Project Description

This role offers the Scholar hands-on experience in applied municipal climate policy and stakeholder engagement. The Sustainability Scholar will develop a comprehensive report for municipal policy makers and energy reporting program implementers, focusing on the City of Victoria and Capital Regional District's Benchmarking Program launching in 2026.

Working closely with staff and informed by literature review and stakeholder interviews, the Scholar will:

1. Summarize best practices and case studies for recommissioning initiatives.
2. Highlight the key steps, opportunities, and barriers between energy reporting and undergoing building recommissioning.
3. Develop practical, actionable recommendations for how the upcoming energy reporting program can be used to promote building system recommissioning.

Through this work, the Scholar will help translate reporting requirements into real-world recommissioning actions that support energy savings, greenhouse gas reductions, lower utility costs, and improved building system performance.

## Project Scope

1. Literature Review (≈80 hours) – the Scholar will:
  - a. Review academic publications, industry reports, and standards on:
    - i. Recommissioning methodologies, benefits, and costs.
    - ii. Barriers and facilitators for Recommissioning adoption.
    - iii. Relevant case studies and best practices
  - b. Develop an annotated bibliography summarizing key findings.
2. Expert and Stakeholder Interviews (≈50 hours) – the Scholar will:
  - a. Design interview questions based on literature review and project goals.
  - b. Identify and interview key stakeholders, including building owners and facility managers, energy service providers and recommissioning professionals, and municipal policy makers and program administrators involved in the new program.
  - c. Summarize and synthesize interview responses.
3. Analysis (≈60 hours) – the Scholar will:
  - a. Synthesize interview insights and literature review findings.
  - b. Develop a conceptual framework for promoting recommissioning leveraging the reporting program.
4. Report Writing (≈60 hours) – the Scholar will:
  - a. Draft a comprehensive report including an Executive Summary; background and methodology; analysis and discussion of findings; and actionable, program-specific recommendations.

- b. Develop an implementation roadmap outlining step-by-step actions for municipalities and program implementers.
- c. Integrate feedback from academic advisors and stakeholders.
- d. Prepare a presentation for policy and practitioner audiences.

## **Deliverables**

1. A comprehensive report (approximately 20–30 pages)
2. An annotated bibliography of key literature sources
3. A summary of stakeholder interview insights
4. A presentation deck summarizing findings and proposed actions

## **Time Commitment + Timeline**

- The work is to be completed within 250 hours between May 1 and August 15, 2026.
- Detailed project timeline to be developed during project kick-off.

## **Required / Preferred Skills and Experience**

- Excellent research and writing skills
- Demonstrated interest in sustainability
- Ability to work independently
- Deadline oriented
- Project management and organizational skills
- Comfortable interacting with strangers to conduct public/in person surveys

## **Additional Information**

Understanding of building energy systems from course or work experience is an asset.