

## **INTERNSHIP OPPORTUNITIES IN SURFACE WATER MANAGEMENT**

Spend your summer gaining valuable career experience with the Surface Water Management (SWM) Division of Snohomish County Public Works.

SWM provides a wide variety of public programs and services to preserve and improve the health of Snohomish County's water resources and natural systems and reduce road and property flooding. Interns will gain hands-on experience under the direction of water resource professionals in tasks such as water quality sampling, riparian area restoration and monitoring, data management and analysis, and public outreach and education (specific duties vary by position).

SWM is seeking applicants to fill four internship opportunities. Rate of pay is determined by the number of full academic years the applicant has completed at an accredited college or university by the beginning of the internship. The minimum requirements for these internships require applicants to be majoring in or have completed coursework in any of the following programs: environmental sciences/studies, civil engineering, watershed or water resource management, water quality, biology, chemistry, ecology, limnology, forestry, agriculture, botany, plant ecology, horticulture, environmental health, toxicology, environmental planning, geology, geomorphology, geography, GIS, communications, environmental education, marketing, or related field.

Applicants must show proof of current enrollment in an accredited college or university at the time of application. If not currently enrolled, the student must provide proof of future enrollment.

Rate of pay is as follows:

\$14.00 per hour: Completion of one full academic year as required above.

\$15.00 per hour: Completion of two full academic years as required above.

\$16.00 per hour: Completion of three full academic years as required above

### **SHELLFISH PROTECTION INTERNSHIP**

**One full time intern to work approximately 3 months beginning in May or June 2014.**

**Assist Surface Water Management (SWM) staff with:**

- Implementation of the Lower Stillaguamish Pollution Identification and Correction (PIC) Program.
- Bacterial pollution source identification and correction in north Snohomish County, including field surveys, water quality sampling, data management, data analysis, and reporting.
- Updating the Stillaguamish Shellfish Protection Program and producing annual report for submittal to the Washington Department of Health, Office of Shellfish and Water Protection.
- Education and outreach to increase public awareness about water quality conditions and shellfish protection needs in the Stillaguamish River Clean Water District (<http://cwg.surfacewater.info>).

## **LAKES INTERNSHIP**

**One full time intern to work approximately 3-5 months beginning in May or June 2014.**

**Assist Surface Water Management (SWM) staff with:**

- Lake water quality monitoring, including equipment calibration, field sampling, data quality assurance, data entry and analysis.
- Aquatic plant surveys, invasive plant removal, algal sampling and identification.
- LakeWise residential outreach program, including organizing workshops and outreach events, preparing for homeowner visits, and conducting watershed assessments.

## **STEWARD PROGRAM – OUTREACH INTERNSHIP**

**One full time intern to work approximately 3 months beginning in May or June 2014.**

**Assist Surface Water Management (SWM) staff with:**

- Conducting outreach to landowners in the areas of riparian buffers, invasive plant ID and eradication, native plant re-establishment, and other practices to maintain and/or enhance water quality and habitat.
- Development and distribution of outreach materials including landowner guides, web content, brochures, etc.

- Implementation of LakeWise residential outreach program including organizing community events and developing and distributing program outreach materials to lake watershed residents.
- Identify target priority reaches within a basin related to knotweed assessment and control strategies.

## **WATER QUALITY (STREAMS) INTERNSHIP**

**One full time intern to work approximately 3-5 months beginning in May or June 2014.**

**Assist Surface Water Management (SWM) staff with:**

- Stream water quality monitoring, including equipment calibration, field sample, data quality assurance, data management, analysis and upload to databases.
- Freshwater benthic invertebrate monitoring, including planning and field sampling.

### **Application Process:**

In addition to completing the on-line application, applicants must attach a cover letter describing the highlights of their their qualifications, experience and education. These intern positions will be posted until filled. First review of applications will be April 7, 2014.

***Snohomish County is an equal opportunity employer committed to an inclusive, multicultural workplace.***

### **Job Duties:**

## **SNOHOMISH COUNTY INTERNSHIP PROGRAM**

Snohomish County supports internship programs to provide work experience for students in an accredited post-secondary institution that is related to their course of study. The internship program is designed so the student will have the opportunity to apply principles and theories learned in the classroom, gain new skills, explore a career path and be supervised and mentored by a professional in their field.

Please see minimum qualifications for specific level of school required for this internship.

The student may choose to receive scholastic credit for their internship in accordance with the guidelines set by their school.

The internship will not:

- result in the displacement of regular employees;
- fill a vacant position;
- primarily be clerical in nature, unless the students program of study is in office administration or a similar program.

If the internship is paid, the position is considered a temporary appointment. Temporary appointment of any individual shall not exceed 1,040 hours during a 12-month period. The temporary employment of an intern who is enrolled in an accredited post-secondary institution will be permitted. Conditions of employment including salary, hours of work and length of employment will be determined by agreement between the county and the college or university. The Human Resources director will be notified in writing by the department head of all such agreements.

#### BASIC FUNCTION

To perform a variety of support activities in the areas of surface water management. Interns will perform tasks under the direct supervision and assistance of Surface Water Management staff.

STATEMENT	OF	ESSENTIAL	JOB	DUTIES
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Interns may be required to perform one or more of the following job duties:

1. Assists with Surface Water Management projects and programs.
2. Assists with project assessment and monitoring activities.
3. Assists with public outreach at public meetings, fairs and festivals.
4. Assists with coordination of volunteer activities for protecting water quality and restoring salmon habitat.
5. Assists with data management.
6. Performs related duties as required.

#### **Minimum Qualifications:**

Must show proof of current enrollment in an accredited college or university at the time of application. If not currently enrolled, the student must provide proof of future enrollment.

Have completed one - three full academic years of studies at an accredited college or university by the beginning of the internship and be majoring in or have completed coursework in any of the following programs: environmental sciences/studies, civil engineering, watershed or water resource management, water quality, biology, chemistry, ecology, limnology, forestry, agriculture, botany, plant ecology, horticulture, environmental health, toxicology, environmental planning, geology, geomorphology, geography, GIS, communications, environmental education, marketing, or related field.

### SPECIAL REQUIREMENTS

A valid Washington State Driver's License is required

### **Additional Information:**

<u>KNOWLEDGE</u>	<u>AND</u>	<u>ABILITIES</u>
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Knowledge of:

- elementary principles and practices of surface water management as related to area of assignment;
- elementary research and data collection techniques;
- use of personal computers and related software.

Ability to:

- communicate effectively, both orally and in writing in a multicultural workforce serving a diverse population;
- work effectively with a cross-section of watershed residents, businesses, specific interest groups and agencies;
- gather, evaluate and document technical data;
- apply technical data to practical in-field problems.

### SUPERVISION

The intern is trained and mentored by an administrative superior as assigned. The work is performed with a moderate degree of independence and is reviewed through conferences, periodic reports and results obtained.

**WORKING****CONDITIONS**

The work is performed in a regular office environment with some work performed outdoors in all types of weather conditions. The intern may be required to lift, move and carry objects between 20 and 50 pounds, crouch, crawl, kneel, bend, climb and balance. The intern may be required to work along the water's edge, wade in streams, or work on the water in a boat. The intern may be required to work evenings, weekends and holidays as necessary.

**Penny V. Harrison** | Public Works Supervisor I

Surface Water Management

*Snohomish County*

*Department of Public Works*

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**NOTICE:** All emails, and attachments, sent to and from Snohomish County, are public records and may be subject to disclosure pursuant to the Public Records Act ([RCW 42.56](#))