



Perennial Internship Program – Summer 2025

Internship Position Description

Internship Title: Agricultural Water Quality Research and Communications Intern

Internship Site: Office Location – 116 State Street, Montpelier (primary in-person location for this position), and additional office location at 94 Harvest Lane, Williston

Public transportation to office locations is available through Green Mountain Transit. From the Burlington Downtown Transit Center, the Williston office is accessible by the Williston bus line and the Montpelier office is accessible by the Montpelier LINK Express.

Please note that this internship position can support a hybrid work approach with both in person office experience and some remote work experience depending on the individual and their supervisor approval for specific aspects of their internship assignment that lend themselves to be completed remotely without supervision.

Description:

Vermont's Clean Water Act (Act 64 of 2015), enacted a decade ago, has served as a pivotal step toward improving water quality and reducing agricultural runoff in Vermont. Over the years, additional policy and regulatory measures have further shaped environmental stewardship on farms in the state. In response, state agency processes have changed, and farms have increasingly implemented conservation practices aimed at minimizing runoff and protecting water resources. However, the agricultural industry now faces mounting challenges as the impacts of climate change intensify, bringing more frequent and severe weather events.

Overview

The Agricultural Water Quality Research and Communications Intern will support our team by conducting an in-depth analysis of the major changes and trends over the last decade in agricultural water quality. The intern will compile a timeline of significant events, analyze their impact along with agricultural statistics and census data, interview stakeholders for qualitative input, and present findings in multiple formats. The goal of this project will be to compile a historical timeline from 2015-2025 and to share the story about changes in agriculture and water quality in Vermont through that time period.

Key Responsibilities

- Conduct research on agricultural water quality policy changes and industry trends over the past ten years.

- Identify and summarize key milestones, events, and agricultural statistics to create a detailed timeline.
- Develop a list of key state, federal, and farm contacts to interview who can provide insight and guidance to enhance a literature-based timeline and research.
- Analyze and interpret data to identify patterns, themes, and key drivers of change.
- Collaborate with team members to condense research findings and develop a toolkit of communications materials with plain language and audience targeting in mind. This can include but is not limited to:
 - Create a comprehensive report that can be disseminated in a web-based format (e.g. ArcGIS Story map),
 - Author an article for Agriview, the Agency of Agriculture’s monthly newsletter,
 - Develop additional visuals such as infographics or charts (e.g., in Canva, Adobe) to communicate insights effectively in social media or other communication tools as deemed appropriate,
 - Potentially collaborate with VAAF’s Communication team and videographers to produce a 3–5-minute feature video.

Desired qualifications/skills/coursework*:

- The ideal candidate for this position will have completed coursework in environmental policy, natural resources, and/or biological sciences.
- Experience working on a farm, or a strong connection to the agricultural community will be beneficial for this position.
- Possessing a realistic approach to real world environmental problems and having the ability to distill complex information into clear public communication will be beneficial for this position.

Supervision: Emma Redel, Agricultural Water Quality Program Coordinator in the Water Quality Division at the Vermont Agency of Agriculture, Food and Markets

Start and End Dates: Mid-May to Mid-August 2025 – exact start/end dates are negotiable

Total Hours: 20 hours/week for 12 weeks

Compensation: \$18/hour

How to apply:

Rubenstein students who will have completed their sophomore or junior year by summer 2025 are eligible to apply. Students graduating in May 2025 are not eligible to apply. Earning Independent Study or Internship credit through the Rubenstein Internship Program is required.

1. Click the following link to view the Rubenstein Perennial Internship Descriptions in Handshake:
<https://uvm.joinhandshake.com/employers/226837>

- If asked to log in: click “UVM Net ID Login” & login.
- Click the Favorite button to enable easier searches in the future.

2. Click “View All Jobs” in Jobs at Rubenstein Perennial Internship Program box on right side of page.

3. You should now see the Perennial Internship opportunities! Click “View Details” to learn more about each position.

- Please do take the time to carefully read each individual description so that you don’t miss a great opportunity by judging an internship solely on its title.
- You may apply for up to **three** Perennial Internships.
- All applications are due by **11:59pm, on Friday, February 7th, 2025.**

4. You’ll need to upload both required documents in Handshake before you can apply for any Perennial Internship:

- Click on your name at top right of screen in Handshake
- Select Documents.

5. Please upload all documents as PDFs. The following are the required documents:

- Resume
- Cover Letter
 - You should write and upload a unique cover letter for each position to which you are applying.
 - In your cover letter, provide the name & contact information for at least one professional reference. This could be someone who supervised you in a past work/internship/volunteer position, or a professor or teacher, etc. The person listed should not be the person who completes your recommendation form.

6. In addition to the documents listed above, a **recommendation form will need to be completed by a Rubenstein faculty, graduate student, or staff member of your choosing.** When you ask your recommender if they are willing to complete the form to support your application, please provide your recommender:

- This link: [RECOMMENDATION FORM](#)

- Only one recommendation form needs to be completed regardless of how many Perennial Internships you are applying for.
- Your recommender will complete & submit this form online and then your recommendation will be confidentially added to your application(s). This recommendation form needs to be submitted by the February 7th, deadline.

7. Make sure that your resume and cover letter(s) are as strong as they can be! Utilize the resources around you:

- Get your resume and cover letter reviewed by a Career Counselor at the Career Center. You can check the Career Center's drop-in hours [here](#). The Career Center also offers a guide on building your resume available [here](#).
- Set up an appointment with one of Rubenstein's Career Coaches - [Emily LeForce](#) or [Cathy Shiga-Gattullo](#) - or with PIP Coordinator, [Sarah Mell](#). Sarah Mell will also be available on Wednesdays from 1pm-3pm for PIP Drop-ins! Just swing by Aiken 220 to connect!

8. If you are selected to interview for a Perennial Internship, you will be contacted by the site to set up an interview during late February to early March.