



INTERNSHIP: Statewide Bike and Pedestrian Planning

Location: Burlington, VT. Most of the work will be remote.
Hours per week: 5 hours/week minimum during winter months; may increase to 10 hours/week
Duration: January through May, with the possibility of continuing in the summer
Reports to: Complete Streets Program Manager
Wage: \$15/hour

Internship Summary:

Through the Complete Streets Program, Local Motion staff provide technical assistance to municipalities, advocacy groups, schools, and other local, regional and statewide partners working to make Vermont a better place to walk and bike. This internship is focused on completion of the 2021 Bike Count project, but the intern may also assist Complete Streets Program staff with other work, potentially to include providing support for walk/bike committees around the state, developing community walk/bike action plans and surveys, drafting advocacy emails and other communications, and other tasks. This internship can be tailored to the intern's individual areas of interest and expertise, but will center on the 2021 Bike Count project. The work will be done mostly remotely with weekly check-ins with the Complete Streets Program Manager.

Duties/Responsibilities

Duties to include, but are not limited to:

- Process bike count video recordings and format and organize bike count data
- Support Local Motion staff with various walk/bike advocacy and technical assistance projects including working with walk/bike committees and municipalities
- Assist with other projects as needed

Benefits

- Work with professional staff at a vibrant non-profit working on projects with statewide impact
- Purchase bike parts and accessories for personal use at cost through Local Motion's wholesale distributors

Required Skills/Abilities

- Ability to watch videos on loaner computer and custom software
- Ability to have dedicated time blocks for watching videos and performing bike count
- Strong research, writing, and organizational skills
- Google docs/spreadsheets proficiency
- Professional, articulate presentation and a friendly personality
- Passion for walking and biking and for Local Motion's mission and programs

Desired Skills/Abilities

- Previous coursework, experience, or interest in sustainable transportation planning, environmental studies, GIS, and/or natural resources management desirable
- Experience with google maps or other online mapping tools (or willingness to learn)

To Apply

Send your resume and a one-page cover letter in PDF format describing your interest and qualifications to: jobs@localmotion.org with **Planning Intern** in subject line.

About Local Motion

Local Motion is Vermont's statewide advocate for active transportation, vibrant communities, and safe streets. Based in Burlington Vermont, we work at the local and state levels to support better roads and trails for biking and walking, teach bike skills training programs for children and adults, collaborate with government to improve on-road safety, and inspire and support local advocates across Vermont to become leaders for better biking and walking in their communities. We also rent bikes to the public at our Trailside Center and operate the Island Line Bike Ferry connecting the Burlington area to the Champlain Islands.

We are a matrixed organization and value all staff members' opinions and ideas, meaning there is ample opportunity to work across teams and programs on a variety of initiatives, and to grow in the position. We strive for an inclusive work environment where each person feels welcomed, respected, supported, and valued as a team member. Join Local Motion and help us make biking and walking a way of life across Vermont!

Local Motion is an Equal Opportunity Employer.

We are looking for candidates who will contribute to the diversity and excellence of the organization.