

# Rubenstein School of Environment and Natural Resources

## University of Vermont

### Perennial Summer Internship Program - 2021

**Internship Title:** Clean Water Data Analyst

**Internship Host:** Vermont Agency of Natural Resources: Department of Environmental Conservation Lakes and Ponds Program

**Internship Site:** Montpelier, VT. However, staff may be still working remotely during summer 2021.

**Description:** Since 2016, the State of Vermont has invested over \$190 million in clean water projects, such as stormwater and agricultural best management practices, to improve surface water quality across the state. This internship will support the DEC Clean Water Initiative Program in communicating the results of clean water projects to the public, Vermont State Legislature, and US EPA in the following two focus areas.

1. The intern will conduct in-depth analyses of Vermont's clean water project data to provide policy makers and program managers with a deeper understanding of clean water project data to inform the adaptive management of state funding and regulatory programs. The intern will also develop creative data visualization tools to streamline the [Clean Water Data Portal](#) and increase public engagement in clean water data.
2. The intern may also help develop, validate, and document methods used to estimate the water quality benefits associated with clean water projects in Vermont. Tasks may include (1) conducting literature reviews of the water quality benefits of clean water projects, (2) participating in local and regional technical workgroups with experts from a variety of disciplines (e.g., agricultural water quality, natural resources restoration, stormwater management), (3) preparing technical reports summarizing the water quality benefits of various clean water project types, and (4) developing online data tools for implementing new methods. The intern may also develop creative science communication tools to educate the public about clean water project types and their water quality benefits in Vermont.

There may also be opportunities to participate in other aspects of work in the Clean Water Initiative Program, such as conducting field visits with the [BMP Verification Program](#) and assisting with clean water project data management, as time allows. Field work will not exceed 8 hours per week, and the intern will need to provide transportation to Montpelier or Burlington, VT to carpool with staff to field sites.

**Desired qualifications/skills/coursework:** Excellent written, verbal, and online communication skills; strong data analysis and data visualization skills; experience with data analysis and GIS software programs recommended; willingness to learn interactive data visualization programs, such as [MS Power BI](#); independent problem-solving skills; creative mindset; high attention to detail and self-motivation.

Through this position, the intern will gain experience and knowledge in the following areas: data management, analysis, and visualization; non-point source pollution management; written and oral science communication; networking with local, regional, and national experts; general professional conduct.

**\*Rubenstein students currently in their sophomore and junior years are eligible to apply. Seniors graduating in May 2021 are not eligible to apply. Earning Independent Study or Internship credit through the Rubenstein Internship Program is required. Due to possible restrictions related to the ongoing COVID-19 pandemic, Perennial Internships may happen as described, be modified or canceled.\***

**Supervision:** Katelyn Bockwoldt, Environmental Analyst in DEC's Clean Water Initiative Program, will be the primary supervisor. The intern may also collaborate with other DEC staff, other State of Vermont agencies, other state environmental programs in New England, and the US EPA.

**Start and End Dates:** Mid-May – Mid-August 2021 (exact start/end dates are negotiable)

**Total Hours:** 30 hours/week, 12 weeks

**Compensation:** \$13/hour

**How to apply: Step-by-step instructions. Please follow them closely.**

- 1) Click the following link to view the Rubenstein Perennial Internship Descriptions in Handshake:  
<https://uvm.joinhandshake.com/employers/226837>
  - a) If asked to log in: click "UVM Net ID Login" & login.
  - b) 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 great Perennial internship opportunities! Click "View Details" to learn more about each position.
  - a) 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.
  - b) You may apply for up to **three** Perennial Internships.
  - c) All applications are due by 11:59pm, Wednesday, February 17<sup>th</sup>, 2021.
- 4) You'll need to upload both required documents in Handshake before you can apply for any Perennial Internship:
  - a) Click on your name at top right of screen in Handshake
  - b) Select Documents.
- 5) Please upload documents as pdfs. The following are required documents:
  - a) Resume
  - b) Cover Letter
    - i) You should write and upload unique cover letters for each position to which you are applying.
    - ii) In your cover letter, provide name & contact information for at least one professional reference. This could be someone who supervised you in a past work/internship/volunteer position, a professor or teacher, etc. The person listed should **not** be the person also completing 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.
  - a) When you ask your recommender if they are willing to complete the form to support your application, please provide your recommender this [link to the recommendation form](#)
  - b) Only one recommendation form needs to be completed regardless of how many Perennial Internships you are applying for.
  - c) 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 17<sup>th</sup> deadline.
  
- 7) Make sure that your resume and cover letter(s) are as strong as they can be! Utilize the resources around you:
  - a) The Rubenstein Stewards are great at reviewing resumes/cover letters and providing helpful feedback. Email the Stewards to schedule an appointment after the start of the semester: [RSENRStewards@uvm.edu](mailto:RSENRStewards@uvm.edu)
  - b) Get your resume and cover letter reviewed by a Career Counselor at the Career Center. [You can learn more here about how to schedule an appointment.](#)
  - c) Sign up for a resume/cover letter review appointment with Anna Smiles-Becker (Rubenstein Career Counselor & Internship Coordinator) using [Navigate](#).
  
- 8) If you are selected to interview for a Perennial Internship, you will be contacted by the site to set up an interview during early-mid March.