

# Rubenstein School of Environment and Natural Resources

## University of Vermont

### Perennial Summer Internship Program - 2021

**Internship Title:** Vermont Inland Lakes Monitoring Intern

**Internship Site:** Field work is conducted statewide at various waterbodies, primarily lakes and ponds, and a vehicle will be provided for field work. Office and lab work are conducted in Montpelier at the National Life Campus and at the VAEL Lab in Randolph VT, which are serviced by the CCTA Regional bus service (<http://cctaride.org/bus-routes-schedules>).

**Description:**

Through the Lay Monitoring Program, volunteer coordinators sample over 85 inland lakes and 13 Lake Champlain stations, providing valuable water quality data, which greatly aids in our understanding of the status and trends of Vermont lakes and helps to inform tactical basin planning. The data is used to establish baseline water quality conditions and monitor long-term changes. The intern will work a 20 hours / week schedule as part of the Lakes & Ponds Program of the DEC / WSMD, mostly performing field and laboratory work. The intern will work with the Lakes Program Manager to help coordinate and operate Vermont DEC's Lay Monitoring Program, including:

1. Training of lay monitoring volunteers in lake sampling procedures including,
  - Presenting basic limnological information enabling them to understand what, why and how they are going to be involved.
2. Proper protocols for sample collection and Chlorophyll *a* processing will be taught by the Lay Monitoring Assistant (Env. Tech III):
  - Samples include Total Phosphorus, Chlorophyll *a* and Secchi disc depth. Training consists of using and calibrating instruments required for data collection and analysis.
3. Education regarding lake ecology and water quality protection:
  - Responsibilities include answering lake ecology questions related to the Lay Monitoring Program.
4. Collecting water quality samples with volunteers using proper protocols:
  - Conducting Quality Assurance Quality Control (QAQC) procedures with all Lay Monitors, on their designated watercraft regarding sampling acquisition and processing, to ensure the success of the program and highlighting potential errors with monitoring and analysis techniques.
5. Driving statewide to retrieve samples:
  - Five routes throughout the state must be driven periodically.
6. Logging samples into the VAEL Lab Information Management System:

**Desired qualifications/skills/coursework:**

The intern will need to be able to interact with the public on behalf of the DEC, manage water quality samples, perform data analysis / database management tasks, have a fine attention to detail as to prevent errors, and be comfortable driving around the state (all duties will be performed frequently without direct supervision).

**\*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:** Oliver Pierson, Lakes and Ponds Program Manager, 802-490-6198, [oliver.pierson@vermont.gov](mailto:oliver.pierson@vermont.gov)

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

**Total Hours:** 20 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.