

## **Job Summary**

Tri-County is seeking a part-time Intern during the 2025 spring semester to aid in data collection and analysis for the Phase III Water Supply Plan. Primary job responsibilities include developing and distributing surveys to assess municipalities' interest in best water management practices, conducting phone interviews with municipalities, and analyzing responses.

## **Job Duties**

- Develop, distribute, and analyze surveys assessing municipalities' interest in updating codes to comply with best water management practices.
- Identify local barriers to updating best management practices.
- Conduct phone interviews of municipalities that use "connected facilities."
- Catalog and categorize municipalities' responses.
- Assist in visualization of the collected data.

## **Qualifications**

This position is intended for undergraduate or graduate students majoring in environmental science, geology, engineering, planning, or a related field. An interest in hydrology, environmental policy, planning, and water supply planning is preferred. Candidates must be detail-oriented and organized, skilled in verbal and written communication, and able to work in a team setting. Prior experience with planning, water supply practices, conducting interviews, and data analysis is beneficial. This position will be filled based on the individual's qualifications and experience.

## **Compensation & Schedule**

This part-time internship is intended to take place during the 2025 spring semester with the potential to extend into the summer and fall. The intern will work 7-10 hours per week starting in early January with the option to front-load hours at the beginning of the semester. The intern will be expected to work in-office during Tri-County's work hours (8:30 a.m. - 4:30 a.m.) but will have the flexibility to schedule around classes as needed. Tri-County offers an hourly rate of \$18.

## **To Apply**

Interested candidates should reach out to Debbi La Rue ([dlarue@tricountyrpc.org](mailto:dlarue@tricountyrpc.org)) and Else Hayes ([ehayes@tricountyrpc.org](mailto:ehayes@tricountyrpc.org)) to schedule an informational interview. This will be an informal meeting to discuss the role, its responsibilities, and whether your interests align with the position. Interested candidates are encouraged to send a resume and letter of interest summarizing relevant experience and professional goals prior to the meeting.

TCRPC is an Equal Opportunity Employer. Qualified minorities, women, veterans, and individuals with disabilities are encouraged to apply. Candidates must be able to work legally in the United States.