

**Chesapeake Stormwater Network
Ellicott City, MD**

Urban Stormwater Academy Intern
Chesapeake Stormwater Network

The Chesapeake Stormwater Network is now accepting applications for an intern to support the development of a new, virtual training program for stormwater and watershed managers during the winter/spring of 2021-2022. The successful candidate will gain valuable experience in Chesapeake Bay restoration policies and practices and will finish their tenure by completing the new Urban Stormwater Academy certification program.

Join the Network and play a pivotal role in advancing sustainable stormwater management, green infrastructure, and urban watershed restoration practices in the Chesapeake Bay through training, research and technical assistance.

Time Commitment (*approximate*): This is a temporary, part-time position. The candidate is expected to work approximately 20 hours per week for a period from November 2021 – April 2022.

Salary & Benefits: \$18.00/hour

Location: *All interviews for this position will be conducted using remote technologies (Zoom) or via phone. CSN staff are currently on hybrid-work. The candidate hired for this position will primarily work remotely, with occasional meetings in CSN's Ellicott City office.*

About Us

Located in downtown historic Ellicott City, the Chesapeake Stormwater Network (CSN) is a small, nonprofit organization that works to promote more sustainable stormwater management in the Chesapeake Bay. Among our key roles, we:

- Provide free stormwater training programs, including monthly webcasts and workshops, for professionals throughout the Bay watershed
- Serve as the urban stormwater technical coordinator for the Chesapeake Bay Program
- Manage an interactive network of more than 11,000 stormwater professionals to align and integrate their efforts to solve stormwater problem across the Bay

Learn more about us at our website: <http://www.chesapeakestormwater.net/>

Internship Responsibilities

As a member of the CSN team, the Urban Stormwater Academy (USA) Intern will support a brand-new training program that will provide students and early-career professionals with the knowledge and skills to successfully manage a local stormwater program. The USA Intern will work with subject matter experts to create, maintain and

market consistent, high-quality content for the CSN's Urban Stormwater Academy that will support more sustainable stormwater management across the Chesapeake Bay Watershed. The successful applicant will:

- Develop fact sheets on critical watershed restoration topics including stream restoration, green infrastructure practices and local stormwater policies.
- Review and package existing CSN resources that will provide supplemental learning tools for Urban Stormwater Academy participants.
- Work with the Executive Director and Stormwater Coordinator to develop clear and informative marketing materials to promote the Academy to prospective participants. Activities may include development of flyers and digital advertisements, to direct outreach to potential partners.
- Review the final training program to provide feedback on effective content delivery strategies to ensure effective interaction and engagement among participants.
- Assist in the development and collection of metrics to ensure the training program is achieving desired outcomes.
- Earn certification through the inaugural Urban Stormwater Academy. Completion of this program will help prepare the participant for a career in stormwater and urban watershed management, while building connections with other professionals in the Chesapeake Bay region.
- Pending the selected candidate's career and professional development goals, other responsibilities may be assigned.

Key Skills

A successful candidate:

- Must be, at minimum, a college-level student in their junior or senior year of undergraduate study. Early level graduate students and recent graduates seeking career development training are also encouraged to apply.
- Completed course work and/or relevant prior professional experience in biology, environmental studies, stormwater management, civil/environmental engineering, or a related field. Has a record of academic achievement in chosen field of study.
- Possesses solid verbal and written communication skills, with a strong interest in writing for a variety of formats, including fact sheets and scientific/technical resources.
- May have experience in teaching, educational resource development, or professional development training. These skills are not required but are a plus.

- Is proficient in Microsoft Word, Excel, and PowerPoint. Web design skills, particularly in Wordpress is a plus.
- Is self-motivated, highly organized, and can prioritize multiple tasks while working remotely under the guidance and supervision of professional staff.
- Possesses some knowledge of urban runoff and stormwater management practices, and has a strong interest in environmental protection and watershed restoration.

If you meet most of these qualifications, we encourage you to apply.

How to Apply

Applications should include a cover letter, resume, and short writing sample. Application materials are due by November 3, 2021. Interviews will begin in November for qualified applicants with complete applications.

If you are interested in joining our team, please e-mail your resume, cover letter and writing sample to David Wood (Wood.CSN@outlook.com) by November 3rd. Please indicate “CSN Internship” in the subject line.

CSN is fully committed to ensuring that diversity, equity, and inclusion are at the center of our organizational culture, goals, policies, and program delivery. Successful stormwater management is ultimately about achieving safer, healthier, and more resilient communities. We will strive to empower our staff, board, partners, and network members to engage with and celebrate new perspectives while working to build a broad coalition of trained stormwater management professionals to meet the needs of the diverse communities we serve.

The Chesapeake Stormwater Network is an equal opportunity employer and will not discriminate against any employee or applicant because of race, color, age, gender, sexual orientation, physical or mental disability, religion, ancestry or national origin. We encourage applicants of all backgrounds to apply.