



3311 Perkins Ave. Suite 100
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cuyahogaswcd.org

STORMWATER GIS INTERN

Fall 2024 – part time — paid

Cuyahoga Soil & Water Conservation District (SWCD) is a political subdivision of the State of Ohio with a mission to foster a healthy and resilient urban environment through soil and water conservation practices, community engagement, and environmental stewardship. Cuyahoga SWCD is located in Cleveland, Ohio.

The successful candidate for this internship will assist the staff by providing technical support for the protection of natural resources in Cuyahoga County, with a specific focus on erosion and sediment control and stormwater quality to landowners, local government, private consultants, and developers. This individual will learn how to work collaboratively in a small office and will develop skills useful in securing employment in the stormwater field or GIS fields. The intern will have professional feedback from senior staff, who will work as mentors with the candidate.

The best candidate must be willing to work entering existing data into GIS applications, examine paper and digital files for relevant information, work outdoors to collect and ground truth data, and must be available for occasional evening and weekend work. The candidate will be a highly motivated, self-starter who is willing to network with community leaders, project partners and volunteers.

Applicants should submit a resume and cover letter to Amy Roskilly at aroskilly@cuyahogaswcd.org by August 23, 2024 at 5:00pm.

Application Deadline: August 23, 2024 at 5:00pm

Internship Term: 12-16 weeks

Anticipated start date: Mid- to Late September 2024

SUMMARY

- Reports to the Deputy Director for Stormwater & Technical Services
- The position will be structured as an internship for a current qualified college student or qualified college graduates.
- Schedule: 20-24 hours per week; includes office and field work
- Paid: \$17/hour, no benefits except for duty-related mileage reimbursement

REQUIRED QUALIFICATIONS

- Candidate must be enrolled in school or must have graduated within 24 months from the date of application.
- Applicants still enrolled in school must be able to maintain a consistent work schedule.
- Candidate must have a declared major in the following field: Geography/GIS, Environmental Sciences, Information Technology Systems, Engineering, Engineering Technology, Planning or a related field of study.
- Any of the following degree program levels may qualify.
 - Bachelor's degree (Junior/Senior)
 - Master/Doctoral Degree
- Ability to work outdoors in various weather conditions and to traverse uneven terrain
- Ability to work some evenings and weekends
- Solid verbal and written communications skills
- Interest in the environment and natural resources management
- Proficiency with using geographic information systems (GIS), ESRI preferred.
- A personal commitment to attaining consistent levels of superior performance
- Must have reliable personal transportation, a valid driver's license, a good driving record and valid auto insurance

PREFERRED QUALIFICATIONS

- Completed coursework in the areas of geographic information systems (GIS), urban planning, environmental/civil engineering, environmental science, biology, natural resource management, or a related field preferred.
- ArcGIS, ArcGIS Online
- Graphic design skills
- Ability to read and review engineering plans
- Ability to analyze map data and aerial photos

DUTIES

- Enter existing data into Cuyahoga SWCD's GIS application
- QA/QC existing GIS datasets
- Work outdoor to collect and/or ground truth data
- Examine paper and/or digital records to search for relevant data required for GIS entry
- Prepare maps and database summaries
- Assist with implementation of erosion and sediment and stormwater programs for local communities on residential, commercial, and industrial development/redevelopment sites within Cuyahoga County
- Conduct inspections, document site conditions, and report on compliance activities
- Assist in preparing written reports related to field reviews/site visits
- Inspect conservation easements; update easement database and files as requested; assist in maintenance of conservation easements
- Track all work in the appropriate databases and files for reporting needs
- Assist with research and maintenance of hard copy files in order to enhance digital databases
- Other office duties and outdoor event duties as assigned

Cuyahoga SWCD is an equal opportunity employer. Reasonable accommodation is available to all employees and applicants. Cuyahoga SWCD is a smoke free and drug free workplace.