Pollution Prevention (P2) Program Internship

Workplace: USEPA Region 2, New York, N.Y.

Duration: Rotational, typically 3-6 months, corresponding with, but not limited to, academic cycle.

Position Type: Unpaid/Volunteer. College credit available; by arrangement with student and academic advisor, in fulfillment of a curriculum requirement.

Description: The intern will work with the EPA Region 2 Pollution Prevention (P2) Program Office in New York. This internship offers the opportunity to gain experience with EPA's partnership programs and related Region 2 initiatives, while interacting with members of EPA's Headquarters and Regional offices, representatives from states, and non-governmental organizations (NGOs). For additional information on Region's 2 P2 program, go to http://www.epa.gov/region02/p2/.

The intern might receive training in tools for program implementation, evaluation, and promotion, including:

- Marketing/outreach communications activities throughout the Regional Office;
- Participating in meetings, events, and site visits related to some of our P2 initiatives;
- Calculating and documenting the environmental benefits of P2 actions: and
- Researching and reporting on grant projects.

The internship will provide the intern with the opportunity to learn about EPA's environmental protection programs, and how the P2 program fosters public outreach, community involvement, and performance measurement for continuous environmental improvement. The internship will enhance the student's academic study and career experience.

Qualifications: Candidates working toward an undergraduate or graduate degree in Environmental Science, Policy, and/or Engineering are encouraged to apply; students pursuing degrees in other areas, such as political science or communications, also will be considered. They also need strong communication, analytical, and computer skills, including word-processing, database, spreadsheets, and presentation software. She/he should be self-motivated and directed and have an understanding of and/or experience in the areas of environmental management, policy, science, and communications. The ideal candidate should also be able to:

- communicate effectively orally and in writing with a diverse group of people
- balance multiple tasks
- research and analyze information, options and topics, and respond to inquiries
- interact collaboratively as part of a team to accomplish specific goals

Employment Requirements and Application Instructions

Employment Requirements

The ideal candidate would be nearing the completion of his or her academic studies, graduate or undergraduate, as stated above under "Qualifications". Both full-time and part-time students are eligible for this program. Below is a list of requirements for the Internship Program:

- Employment is voluntary, based on a for-credit or other curriculum requirement.
- Length of service is a minimum of 3 months.
- Although U.S. citizenship is not required, non-U.S. citizens must be students who are lawfully admitted for either permanent residence or on a current student visa.
- Candidates must be currently enrolled in an undergraduate or graduate program.

How to Apply

To apply, qualified students should submit the following paperwork:

1) Letter of Recommendation, on the institution's letterhead, from a Faculty Advisor or other School Official, with signature.

2) Current Resume

3) Copy of the student's academic transcript.

All information can be provided electronically. An original copy of item 1) will be required if selected for the position.

Once this information is received, it will be reviewed, and interviews will be set up with promising candidates. If interested in this position, please respond via email, in writing, or by phone, to the Agency Contact below:

James Feeley
U.S. EPA Region 2
290 Broadway
22nd Floor
New York, NY 10007-1866 (212) 637-4178
feeley.james@epa.gov

Please feel free to contact us if you have any questions. Thank you for your interest, and we look forward to hearing from you.