

# Exciting

## Student Intern Opportunities

### Environmental Protection Agency (EPA)

### Boston and Chelmsford, MA

The EPA recognizes the value that student interns bring to our multitalented workforce. At EPA, your fresh ideas, enthusiasm, and new voice become part of team to protect human health and the environment. In the coming weeks, we anticipate filling approximately 20 student intern positions in Boston and Chelmsford.

In order to qualify for a Pathways Student Intern position, you must be:

- U.S. citizen;
- Current student seeking a degree (bachelors, graduate) on a full or half-time basis and have completed at least two full academic years of post-high school study by June 1, 2019;
- Available to work 16-20 hours per week, year round, with the possibility of additional hours in the summer;
- Passionate about the environment; and
- Highly motivated self-starter who is interested in working as a student intern through graduation\*

Below please find a list of student intern vacancies we expect to fill.

\*Student Interns may be converted non-competitively to a permanent position in the competitive service if they successfully complete the Pathways program, complete 640 hours of work experience, complete their educational requirements and are favorably recommended for conversion by their supervisor

# Student Opportunities in EPA - New England

(Actual job announcements will be posted on [www.usajobs.gov](http://www.usajobs.gov))

## **Student Trainee– Environmental Protection Specialist**

**GS-4, \$15.80 per hour**

**Hours: Part-Time Schedule (not to exceed 40 hours in a two-week period)**

**Job Location: Boston, MA**

*The Student Trainee – Environmental Protection Specialist announcement will be used to fill the following two positions:*

- **Office of Environmental Stewardship, Immediate Office (Hiring Manager: Karen McGuire):** The student intern will assist with multimedia program support activities in the enforcement and compliance assistance programs including data entry, research, drafting materials, case team assistance, general office support and discrete, specialized projects throughout the year.
- **Compliance Assistance Unit (Hiring Manager: Kristi Rea):** This student intern will assist with activities in the compliance assistance program including assisting with conducting compliance monitoring activities to support direct implementation activities, conduct research, drafting documents and/or outreach/training materials, and drafting case studies and best management practices (BMPs) to help regulated entities comply with regulatory requirements.

## **Student Trainee – Life Scientist, Physical Scientist or Environmental Engineer**

**GS-4, \$15.80 per hour**

**Hours: Part-Time Schedule (not to exceed 40 hours in a two-week period)**

**Job Location: Boston, MA**

*The Student Trainee – Life Scientist/Physical Scientist/Environmental Scientist announcement will be used to fill the following nine positions:*

- **Clean Air Act Enforcement Unit (Hiring Managers: Steve Rapp/James Chow):** This student intern will assist with activities in the enforcement and compliance program including conducting research, drafting documents, developing spreadsheets and other presentation materials, and assisting senior staff on resolving enforcement matters.
- **Clean Water Act Enforcement Unit (Hiring Managers: Denny Dart/James Chow):** This student intern will assist with activities in the enforcement and compliance program including conducting research, drafting documents, developing spreadsheets and other presentation materials, and assisting senior staff on resolving enforcement matters.
- **Water Quality/Wetlands Unit (Hiring Manager: Ralph Abele):** This student intern will provide aquatic toxicity assessment and other specialized technical support. Duties will include assisting

with some of the following programs, projects, and activities: aquatic toxicology reviews for development of new or revised water quality criteria and compliance with the Endangered Species Act; respond to technical documents supporting requests for development of site specific water quality standards, State 401 certifications; general water quality projects developing case studies for the monitoring and assessment program storyboard; GIS maps of wetlands with high flood protection potential; National Environmental Policy Act project reviews; Clean Water Act 404 program; compensatory mitigation rule.

- **Long Island Sound and Coastal Watersheds Unit (Hiring Manager: MaryJo Feuerbach):** This student intern will provide support to the Long Island Sound Study (LISS) and other coastal watershed management programs. This student will assist the LISS Coordinator track deliverables from active grants, cooperative agreements, interagency agreements and contracts; compile a comprehensive summary of monitoring currently supported by the LISS program; assist with planning for a LIS Nitrogen Strategy “Showcase” event and “Summit;” assist with compilation of program materials and planning for the upcoming program evaluation; review reporting for the update of the LISS Comprehensive Conservation and Management Plan; and support research, implementation, and evaluation activities carried out by the other five National Estuary Programs administered by the Ocean and Coastal Protection Unit and Surface Water Branch on an as needed basis.
- **Air Quality Planning Unit (Hiring Manager: Lynne Hamjian):** This student intern will keep the Air Quality Planning Unit apprised of real-time air quality data and, working with our public affairs office, use social media, such as twitter and Facebook, to get poor air quality messages out to the public. This student would conduct an analysis of emissions on high ozone days. There is much data submitted by electric generating units (EGUs) to EPA’s national data bases which could be analyzed, including variability in fuel type, operating times, etc. The results of these analyses could then be used by staff in the unit in discussion with states and industry, with a goal towards reducing emissions.
- **Water Permits Branch (Hiring Manager: Thelma Murphy):** This student intern will provide technical, data management, research, and administrative support to the Branch staff. The Branch is responsible for the development of permits under the National Pollutant Discharge Elimination System (NPDES), one of the most direct and effective tools the United States uses to reduce water pollution and protect aquatic habitats. Student will work with scientists, engineers, and lawyers to determine allowable pollutant loads based on water quality standards, available technologies, and professional judgment.
- **RCRA Waste Management & UST Section (Hiring Manager: Beth Deabay):** This student intern will help with the workload created by the new Federal Underground Storage Tanks (UST) regulations passed in June 2015 that require tank owners and operators to take proper steps to prevent, detect, and clean up releases when they occur to protect important groundwater resources.
- **Remediation & Restoration I Branch (Hiring Manager: Bob Cianciarulo):** This student intern will work with technical and administrative staff in the Superfund program to assist in the management, investigation, and cleanup of Superfund National Priorities List (NPL) hazardous

waste sites in New England. Candidate would assist Project Managers responsible for the study, selection of a remedy, design, construction and operation of complex cleanup projects. Specific duties may include technical review of documents, technical subject matter library/internet research, policy research or evaluation, compilation and interpretation of data, filing/records management, technical file review, assistance with public outreach efforts, assistance at public meetings/hearings, responding to questions and comments from the public, dissemination of information to the public, development of fact sheets and newsletters and maintenance of project-specific web pages

- **Emergency Response and Removal II Section (Hiring Manager: Bill Lovely):** This student intern will work with technical and administrative staff in to assist with the management, assessment and cleanup of removal sites, development and implementation of exercises and other training and readiness activities. Student will have the opportunity to attend various trainings on site cleanup and emergency response, including taking Incident Command System (ICS) training. Specific duties may include technical review of documents, technical subject matter library/internet research, policy research or evaluation, compilation and interpretation of data, filing/records management, technical file review, assistance with emergency response planning and preparedness training and meetings, assistance with public outreach efforts, assistance with state meetings, public meetings/hearings, assistance with emergency response equipment purchases, calibration and maintenance, responding to questions and comments from the public, dissemination of information to the public, development of fact sheets, briefing papers and newsletters, maintenance of project-specific web pages and data entry

### **Student Trainee – Life Scientist, Physical Scientist or Environmental Engineer**

**GS-4, \$15.80 per hour**

**Hours: Part-Time Schedule (not to exceed 40 hours in a two-week period)**

**Job Location: Chelmsford, MA**

*The Student Trainee – Life Scientist/Physical Scientist/Environmental Scientist announcement will be used to fill the following two positions in Chelmsford, Mass.*

- **Ecosystem Assessment Unit (Hiring Manager: Katrina Kipp) – Two vacant student intern positions:** The EPA Regional Laboratory conducts environmental testing, monitoring, sampling, and inspections for the EPA Region 1 Program Offices and the New England states and tribes. The student intern will be involved with all aspects of conducting field sampling, from project planning, prepping equipment, sampling in the field, some lab work, and data management/analysis. Interns will also learn how to design and implement scientific field projects. The student trainee will work with senior personnel on various projects and investigations throughout New England.

**Student Trainee – Chemist**

**GS-4, \$15.80 per hour**

**Hours: Part-Time Schedule (not to exceed 40 hours in a two-week period)**

**Job Location: Chelmsford, MA**

*The Student Trainee – Chemist announcement will be used to fill the following position in Chelmsford, MA:*

- **Investigations and Analysis Unit (Hiring Manager: Ernie Waterman):** The EPA Regional Laboratory conducts environmental testing for the EPA Region 1 Program Offices and the New England states and tribes. The student intern will assist EPA chemists in the preparation and analysis of environmental samples from various projects and investigations throughout New England. The student intern will learn all aspects of the proper management of environmental samples and the quality assurance/quality control practices needed to ensure scientifically sound, legally defensible data that can support Agency decision making.

**Student Trainee – Administration**

**GS-4, \$15.80 per hour**

**Hours: Part-Time Schedule (not to exceed 40 hours in a two-week period)**

**Job Location: Boston, MA**

*The Student Trainee – Administration announcement will be used to fill the following position:*

- **Superfund Information Management/Communications Technical & Support Branch (Hiring Manager: Maggie Leshen):** This student intern will provide Intranet and SharePoint support to keep information current, and records support for unprocessed boxes and paper records being sent to Federal Records Center (FRC). The student will also assist with document identification and entry into the Superfund Enterprise Management System (SEMS), and with implementation of the Remedial Acquisition Framework (RAF) and other contracts, grants and interagency agreement work. Responsibilities could include maintaining tracking systems for RAF and other contracts Task Order award and post award management including invoice review, past performance review, monthly grant expenditure tracking, and multi-site Task Order tracking including deliverable/invoice review.

## **Student Trainee – Information Technology**

**GS-4, \$15.80 per hour**

**Hours: Part-Time Schedule (not to exceed 40 hours in a two-week period)**

**Job Location: Boston, MA**

*The Student Trainee – Information Technology announcement will be used to fill the following two positions:*

- **Information Services Branch – Information Center Support (Hiring Manager: Chris Diehl):** This student intern will work primarily on Information Technology Support and assist in the Information Center. This student will provide assistance and support for the Information Center Walk-in PC's; assist users with formatting & sending jobs to the Information Center Plotter; assist with the testing of PC configuration modifications/upgrades and associated enterprise SOP's; handle the installation of 175 new computer monitors; assist users with setting up Adobe Connect and Skype meetings for webinars & trainings; provide backup Audio Visual (AV) Support for large staff meetings and environmental conferences attend by up to 150 participants; assist with iPhone/cellphone support; provide End User Remote access support; manage toner changes for HP Network Printers and maintain toner inventory; assist Information Security Officer with guidance & documentation; and assist with the processing/donation of excess computer equipment
- **Information Services Branch – GIS (Hiring Manager: Steve Boudrot):** This student will gain knowledge in all areas of GIS and across regional programs by providing assistance and support to staff on regional GIS applications; assisting with regional outreach/training on Enterprise EPA GeoPlatform for regional staff; producing maps using existing enterprise GIS software and tools (ArcGIS Desktop); coordinating meetings and trainings with customers in support of project related work; performing data gathering and entry to enhance metadata association with regional GIS databases; assisting with GeoPlatform administration, including records management of regionally produced products; and working with Regional GIS Coordinator in support of national products.

## **Student Trainee – Facilities Specialist**

**GS-4, \$15.80 per hour**

**Hours: Part-Time Schedule (not to exceed 40 hours in a two-week period)**

**Job Locations: Boston, MA and Chelmsford, MA**

*The Student Trainee – Facilities Specialist announcement will be used to fill the following two positions. One position is in Boston, MA and the other in Chelmsford, MA:*

- **Customer Service and Facilities Office - BOSTON, (Hiring Manager: Mike Ottariano):** This student intern will work with current staff on motor pool issues and physically sit at the motor pool desk to free up other staff; log facilities helpdesk tickets in the system and assist in resolving facilities related problems; staff the Regional Reception desk and handle conference

room scheduling during absences; lend a hand with COOP activity planning and logistics; provide property management support; help the EPA Region 1 Green Team during audits; support any future excess furniture events or floor consolidations; perform special projects; assist with business card requests and internal printing requests; sort miscellaneous mail when intended receiver is unknown; and assist Region 1 Information Center with office moves and other managed projects such as toner exchange/usage reports.

- **Office of Environmental Measurement & Evaluation – CHELMSFORD, (Hiring Managers: Johanna Hunter/Mike Ottariano):** This student intern will assist with several tasks associated with managing and stocking supplies, receiving and processing shipments, motor pool management, filling in for building receptionist during breaks, and assisting the health and safety officer maintain chemical inventories. \* Driver's License required \*

### **Student Trainee – Safety and Occupational Health**

**GS-4, \$15.80 per hour**

**Hours: Part-Time Schedule (not to exceed 40 hours in a two-week period)**

**Job Location: Boston, MA**

**Customer Service and Facilities Office (Hiring Manager: Mike Ottariano):** This student intern will respond to general questions about the region's health and safety program; assist in implementation of the medical monitoring program (in particular, scheduling and tracking medical monitoring appointments); conduct workplace safety inspections and accident investigations; assist in developing, reviewing, updating, implementing various health and safety plans; maintain accurate inventory of regional health and safety gear, provide safety gear to field staff upon request; and assist in the implementation of the Environmental Management Systems (EMS) program