

# Watershed Management Group

## Position Description



**Position Title:** Community Green Infrastructure Design Intern

**Supervisor:** Catlow Shipek, Policy and Technical Director

**Status:** Internship, part-time

**Hours:** 10 hours/week

**Summary:** The Community Green Infrastructure Design Intern will be part of the WMG team working on urban community-based designs and projects focused on green infrastructure solutions largely in limited income neighborhoods. These programs utilize community-driven, participatory design strategies to bring green infrastructure design solutions to vulnerable neighborhoods in order to promote watershed restoration at the local scale while supporting neighborhood beautification and community engagement in target neighborhoods. This intern will assist with technical design, graphic design, community outreach, education, and research tasks to support development of WMG's neighborhood-scale green infrastructure and restoration work.

### Duties & Responsibilities:

- Provide technical design and planning support
  - Assist with design deliverables for current and future projects including development and editing design plans
  - Assist with monitoring and maintenance planning and research for existing projects
  - Engage in client meetings, site walk-throughs and other engagement with existing and future sites
- Assist with leading neighborhood engagement and community engagement tasks
  - Assist with in-person outreach including attending community meetings, events & workshops
  - Assist with designing and distributing outreach materials
  - Work with community neighborhood groups to build community relationships
  - Help identify community assets for outreach and engagement opportunities
- Support long term project work with City and County clients
  - Assist with developing community resources such as design toolkits and case-study materials for existing projects
  - Assist with research and analysis on priority target areas for green infrastructure

### Required Qualifications

- Interest and support of WMG's mission.
- Ability to work independently.
- Ability to travel to restoration sites within 20 miles of WMG office.
- Proficient in AutoCAD, Sketchup Pro, Google Docs, and Microsoft Office Suite
- Familiarity with Adobe design software

### Preferred Experience

- College degree or currently enrolled in a degree program related to design and/or planning.
- Spanish Language Proficiency
- Diversity, Equity, and Inclusion work experience or training.