

H-GAC Water Resources Intern Job Description

About Houston-Galveston Area Council

Local governments touch the lives of citizens in our region every day, in many ways. The Houston-Galveston Area Council is the regional council of local governments for our area, serving an area of 12,500 square miles and more than 6 million people. H-GAC helps local governments and their citizens address issues that cross city limits and county lines. The work is important because our region is growing rapidly. Local governments must meet today's needs and prepare for a better future.

H-GAC helps local government consider issues and cooperate in solving today's problems while also planning for the future. Total membership stands at 131 local governments – all 13 county governments, 107 cities, and 11 school districts. H-GAC is governed by a 36-member Board of Directors composed of local elected officials who serve on the governing bodies of those member local governments.

H-GAC provides many tools to support the region's local governments: information, region-wide plans, and services concentrated in areas such as Community and Environmental Planning, Data Services, Human Services, Public Services and Transportation Planning

The H-GAC Internship Program is designed to bridge the gap between the classroom and your future.

H-GAC is dedicated to developing the talent of up and coming college students who strive for academic success and demonstrate leadership. Our Internships provide real-life work experiences that are closely related to your field of study, as well as integrating you into our H-GAC culture. In addition to challenging work and making a valuable contribution, you will have the opportunity to be coached and mentored by some of the top leaders in our agency. High performing interns may have the opportunity for future internships or possible full-time opportunities with H-GAC.

POSITION SUMMARY:

This internship opportunity is for a college student with a major in the Environmental Sciences or Urban and Regional Planning to work with a mentor, and receive on the job training while gaining professional experience. Learn directly from experienced professionals and managers with extensive knowledge in surface water quality monitoring, database management and public outreach. Apply academic studies to contribute to multiple water quality projects. Participate in real, meaningful work assignments to learn how your academic experience translates to the professional environment. This position is a temporary intern position that is not benefits eligible.

Responsibilities:

- Assist in Surface Water Quality Monitoring field sampling (includes pre and post calibration of monitoring instruments)
- Update Calibration and Equipment logs, assist in equipment maintenance and troubleshooting
- Work with Water Quality Databases (Data Entry, Data Verification and Validation, organization of electronic files)
- Assist at Public Outreach Events (assembling materials, setting up and manning booths)
- Assist staff working with residents with failing On- Site Sewer Facilities (OSSFs) to verify problems and acquire documentation to determine program eligibility for repair or replacement of their system

ENTRY QUALIFICATIONS:

Minimal – Enrolled as a college Junior –Graduate level studies, 3.0+ GPA, must be enrolled in a minimum of 9 credit hours in the semester preceding or following the internship term

Optimal – Proficient in Microsoft Word/Excel, field of study closely related to internship offered

To express interest please visit the Career Section of www.h-gac.com and search for Internship opportunities.