



Philadelphia Water Department, Green Stormwater Infrastructure Implementation Graduate Internship Opportunities 2021

The Philadelphia Water Department's (PWD) Green Stormwater Infrastructure (GSI) Planning Group is seeking a highly-qualified student intern to support the implementation of City's [Green City, Clean Waters](#) (GCCW) program. The GSI Planning Group advances the ability of the Department to plan and prioritize GSI projects (i.e. tree trenches, rain gardens, etc.) by identifying and vetting potential GSI locations, developing conceptual level plans, and coordinating the queuing of projects through to the design phase. PWD's planning approach includes detailed technical analysis, relationship building with implementation partners, and management of project prioritization. Planning work is conducted to identify immediate opportunities and to strategize for long-term implementation needs to ensure the *Green City, Clean Waters* targets are met. More information can be found at <http://www.philadelphiawater.org/gsi/planning-design/>.

Position Description

The candidate selected will assist city planners, engineers, landscape designers, and scientists in the group with ongoing efforts to plan, develop, and promote green infrastructure programs; identify, design, and manage green infrastructure projects; and research innovative green stormwater management techniques. Typical tasks and responsibilities include:

- Assists staff in collecting and preparing data for potential GSI sites and concept plans
- Conduct spatial analysis of potential GSI sites and develop conceptual designs
- Assist in program research and development for various GSI programs
- Policy, legal, database and peer review research and analysis to inform staff decision-making
- Write content, create graphics, and design page layouts for external or internal audiences in coordination with internal staff
- Data entry, editing, processing, analysis, and general data management
- At times, conduct field work, collects parcel data and searches land and utility records
- At times attend meetings with other agencies to document meeting decisions and learn about city planning initiatives

Qualifications

Applicants are required to meet the following minimum requirements:

- Must be enrolled as a full-time graduate student; and
- Course of study in the following academic departments: Planning, GIS, Urban Design, Landscape Architecture, and/or Environmental Studies; and
- Highly-motivated, with strong organizational, written and oral communication skills; and
- Demonstrated ability to work effectively in an independent, as well as collaborative, environment; and
- Solid computer and software skills, including Microsoft Suite (Office, Excel, Teams, etc.); and
- Working knowledge of ESRI's ArcGIS Desktop application; and
- Interest in stormwater management design, green infrastructure, and water resources.

Ideal candidates with the following will be preferred:

- Experience related to stormwater management design, green infrastructure, water resources and similar (all experience levels)
- Familiarity with hydrology, grading, utility, and site plans
- Proficiency of ESRI's ArcGIS Desktop application.
- Adobe Creative Suite applications (InDesign, Illustrator, etc.)
- Valid US driver's license preferred though a personal vehicle is not required.

Application Procedure

Location: 1101 Market St, Philadelphia, PA 19107, (work from home until further notice)
Compensation: \$18.19/hour
Schedule: Full-time during summer; potentially part-time during academic year (minimum of 10-15 hours/week)
Dates: Start Date - as soon as possible
End Date - flexible

Please provide a cover letter, resume, a 1-3 page writing sample (preferably showcasing a relevant topic in professional memo format), and design work, if applicable, and submit it via the City's HR web portal: <http://water.phila.gov/jobs/students/>