

Agency of Natural Resources - Intern Position Description

Internship Title: Vermont Food and Beverage Sector Environmental Outreach

Internship Site: Based in Montpelier VT, with site visits to food manufacturers, breweries, wineries and cheesemakers in Vermont.

Description: The Environmental Assistance Office, a non-regulatory Office within the Department of Environmental Conservation (DEC) Environmental Compliance Division, is seeking a summer intern to assist with an ongoing outreach effort to Vermont's food and beverage sector. This assistance will focus primarily on assisting Vermont's food and beverage businesses' with complying with Act 148 (Universal Recycling) and wastewater processing requirements. The candidate will help us develop new resources such as a web page, fact sheets, and informational videos, and will help develop and present three webinars to the food and beverage sector. Time will also be spent in the field visiting businesses such as breweries, wineries, and cheesemakers to distribute this information.

Goals

- Help develop informational materials that will assist business owners and operators in the food and beverage sector.
- Increase wastewater processing knowledge for the food and beverage manufacturing sector. This includes outlining DEC's Wastewater Program's pretreatment process and explaining when it is triggered.
- Assist business owners and operators with understanding Act 148 - Universal Recycling - and how the new law impacts their food manufacturing process.
- Interact with business owners and operators in person in order to distribute information and answer questions about Act 148 and wastewater processing.

Desired qualifications/skills/coursework

- Experience with webpage creation and editing
- Knowledge of design software
- Independent research skills
- Experience producing and hosting webinars
- Excellent interpersonal skills and professional conduct
- Eagerness to interact with Vermont business owners and operators
- Valid driver license

Is a car required? No, we'll provide one for you.

* students currently in their sophomore and junior year are eligible to apply*

Supervision and Support: The intern will be directly supervised, guided and mentored by the Environmental Program Manager of the Environmental Assistance Office. Assistance staff will work closely with the intern.

Start and End Dates: Both start and end dates are flexible, but a timeline of late May to late August is suggested.

Total Hours: Approximately 20 hours/week for approximately 10 weeks for a total of approximately 200 hours. Hours per week and weeks worked are flexible as long as total hours are met.

Compensation: Flat stipend - \$1500

How to apply: Submit a resume, cover letter and an academic reference (professor name and contact information) electronically to by 4/18: Kim Greenwood, Director, Environmental Compliance Division at kim.greenwood@vermont.gov and place "Summer ECD Intern" in the subject line.