



## WETLAND AND WATERWAYS PERMITTING INTERN

<b>Type of Recruitment</b>	Casual Seasonal (Summer Intern)
<b>Pay</b>	\$17/Hour
<b>Agency</b>	DNREC/Division of Water/Wetland and Waterways Section
<b>Employment Term</b>	Part-Time / 12 Weeks
<b>Location(s)</b>	The intern will work at least three days per week at the office, located in the Richardson and Robbins Building, 89 Kings Highway SE, Dover, DE 19901. Additional workdays may be in the field, or may be telework.

### Introduction

The [Delaware Department of Natural Resources and Environmental Control](http://delaware.gov) protects and manages the state's natural resources, protects public health, provides outdoor recreational opportunities and educates Delawareans about the environment. For more information, visit the website at [dnrec.delaware.gov](http://dnrec.delaware.gov) and connect with @DelawareDNREC on [Facebook](https://www.facebook.com/DelawareDNREC), [Instagram](https://www.instagram.com/DelawareDNREC), X (formerly known as [Twitter](https://twitter.com/DelawareDNREC)) or [LinkedIn](https://www.linkedin.com/company/delaware-dnrec).

### Summary Statement:

The candidate selected for this opportunity will work alongside experienced DNREC Environmental Professionals and learn how to interact in a professional office setting as well as gaining real-world hands-on experience that relates to the processing of wetland and subaqueous lands permit applications according to State Wetlands and Subaqueous Lands Regulations. The candidate selected will review permit applications, construction plans, technical specifications, and calculations to ensure compliance with State and Federal Regulations. This position may include conducting field studies and inspections for compliance with permit and regulatory requirements; including interaction with the public, contractors, consultants, and local and federal agencies.



### **Key Knowledge, Skills, and Abilities:**

- Knowledge of the principles and practices of environmental science or cultural studies.
- Knowledge of the applicable federal, state, and local environmental laws, rules and regulations.
- Knowledge of the principles and practices of conducting studies which includes data collection, compilation and analysis to make recommendations.
- Ability to research and interpret regulations.
- Ability to interpret maps, plans, specifications and standard construction details.
- Ability to enhance knowledge of the principles and practices of ecology, environmental science, and social sciences.
- Ability to conduct field studies.
- Ability to communicate effectively.
- Ability to establish effective relationships with project managers, regulatory agencies, other project stakeholders and the public.

### **Job Requirements:**

Please attach a resume with your online application. Include a cover letter detailing your interest in the internship and how it aligns with your career goals. Applicants must have education, training and/or experience demonstrating competence in each of the following areas:

- **Educational Background:** Currently enrolled in or a recent graduate of a bachelor's, or master's degree program in Environmental Planning, Biology, Environmental Science, Natural Science, Architectural History/Historical Preservation, Archaeology/Anthropology, and/or related field.
- **Skills and Experience:**
  - Knowledge of environmental specialist work which includes the analysis and assessment of environmental and/or cultural impacts of projects and/or programs.
  - Knowledge of analyzing and evaluating data.
  - Knowledge of technical report writing.
  - Knowledge of ensuring compliance with environmental laws, rules, regulations, standards, policies, and procedures.



### **Additional Posting Information:**

The State of Delaware recognizes the value of telework and flexible working schedules. This position is eligible for Telework and Alternative Work Schedules according to the State of Delaware's Alternative Work Arrangement Policy. More information will be shared at the time of interview.

This position will have statewide responsibilities which requires travel throughout the State. The State of Delaware provides transportation services to State agencies.

### **Schedule:**

- The position is flexible as to start date and is for a maximum 12-week term.
- The position will not exceed 37.5 hours per week.
- The position requires work occasional evenings and weekends to support some events and projects.
- The intern must be able to manage multiple projects at once in a fast-paced, deadline-driven environment.
- The intern will work at least four days per week at the office, located in the Richardson and Robbins Building, 89 Kings Highway, Dover, DE 19901. Additional hours will be in the field or on location, or may be telework.
- Casual/Seasonal Employees are not eligible for state plan benefits.

### **Condition of Hire:**

Applicants must be legally authorized to work in the United States. DNREC does not provide sponsorship for holders of H-1 B Visas.

Applicants must be legally authorized to work in the United States. The State of Delaware Executive Branch participates in the Federal E-Verify system where the State will provide the federal government with each new hires Form I-9 information to confirm that you are authorized to work in the U.S. For more information refer to our job seeker resources.

As a condition of hire you must possess a valid driver's license (not suspended, revoked or canceled, or disqualified from driving).



### **Selection Process:**

The application and supplemental questionnaire are evaluated based upon a rating of your education, training and experience as they relate to the job requirements of the position. It is essential that you provide complete and accurate information on your application and the supplemental questionnaire to include dates of employment, job title and job duties. For education and training, list name of educational provider, training course titles and summary of course content. Narrative information supplied in response to the questions must be supported by the information supplied on the application including your employment, education and training history as it relates to the job requirements.

Once you have submitted your application, all future correspondence related to your application will be sent via email. Please keep your contact information current.

### **Accommodations:**

Accommodations are available for applicants with disabilities in all phases of the application and employment process. To request an auxiliary aid or service, call 302-739-5458. TDD users should call the Delaware Relay Service Number 800-232-5460 for assistance.

The State of Delaware is an Equal Opportunity employer and values a diverse workforce. We strongly encourage and seek out a workforce representative of Delaware including race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression.