VOLUNTEER INTERNSHIP PROGRAM

OFFICE OF RESOURCE CONSERVATION AND RECOVERY (ORCR)
OFFICE OF LAND AND EMERGENCY MANAGEMENT

PLEASE REVIEW THE FOLLOWING INFORMATION FOR INSTRUCTIONS ON HOW TO APPLY:

REQUIREMENTS

- At least 16 years of age
- Applicants must be current students pursuing a degree or certificate in a qualifying educational institution
- Able to provide a current transcript (official or unofficial accepted)
- Able to provide proof of enrollment (letter reflecting good standing and continued enrollment)
- Review attached project descriptions for prerequisites and/or knowledge/experience requirements

TIME COMMITMENT

- Projects are available June 1 – August 28
- Students must commit a minimum of 6 weeks and maximum of 10 weeks
- Expect to work on site a minimum of 3 days per week
  (Schedules may vary according to project and/or manager approval)

POSITION LOCATION

Environmental Protection Agency
One Potomac Yard
2777 Crystal Drive
Arlington, VA 22202

INTERNSHIPS RELATED TO THE FOLLOWING FIELDS OF STUDY

Biology, Engineering, Chemistry, Communications, Economics, Environmental Justice, and Environmental Sciences

HOW TO APPLY

- Applications are accepted March 1, 2016 – May 1, 2016
- Visit for a complete listing of our internships http://epa.gov/internships/
- Send resume and cover letter identifying the project of interest to goldring.susie@epa.gov

OLEM SUMMER INTERNS – PROJECT DESCRIPTIONS - 2016

Name of Project: Assessing and Documenting Fireworks and Explosives Open Burning/Open Detonation Monitoring Data and Contamination

Project Description:

Background of Project Area:

Open Burning/Open Detonation (OB/OD) is a common method for treating explosives, including fireworks and propellants. EPA is working to identify the environmental consequences of OB/OD. You can be part of that effort!

The Federal, State, and Tribal Programs Branch (FSTPB) provides guidance and support to federal agencies, states, tribes, and EPA regional offices. Within FSTPB the Energetics Wastes Treatment and Disposal Assessment Team (EDAT) provides guidance and support for the safe and protective storage and destructive treatment of "energetic" products including fireworks, flares, propellants, explosives, and munitions. Such products may be declared wastes subject to Resource Conservation and Recovery Act (RCRA) requirements, such as permitting of OB/OD.

The intern will be assigned to the EDAT to identify and inventory OB/OD sites in the U.S., and document water, land, and air contamination based on monitoring and sampling data from the open burning and/or open detonation (OB/OD) of energetics. S/he will coordinate with EPA information specialists to obtain a list of permitted OB/OD facilities and their locations, review information in the EDAT files, contact relevant EPA Regional offices and/or State environmental agency offices to obtain information on available site-specific monitoring data, conduct literature reviews, and construct and populate a database designed to hold, display and generate reports about these data and information with an emphasis on identification of site-specific characteristics that may correlate as to why certain sites are significantly more contaminated than others.

Tasks to Be Completed By the Intern:

The project's objectives are to produce:

1) An updated registry of permitted OB/OD facilities in the United States including Territories.
2) A list and summary of literature addressing contamination from OB/OD sites and sites using explosives.
3) A registry of methodologies in use by federal and State regulatory agencies to monitor air, soil/land and surface water and ground water contamination during, or as the result of, OB/OD and explosives use events and sites.
4) A database displaying contaminant data obtained through soil/land, surface water and ground water, and air monitoring of OB/OD events and sites; listing contaminants and levels found, and extent of contamination.

Tasks include: a) gathering information from RCRAInfo and Superfund (CERCLA) data pulls, and analyzing the data, b) doing an EDAT files and literature review for contamination data from OB/OD and explosives use sites, c) constructing a simple (i.e. Excel) data base designed to hold, display and generate reports about these data and information, d) contacting federal and/or State authorities with permitting authority over facilities to verify the facility data and document all contaminant monitoring methods and data, e) adding these data to the database, f) producing a paper of five pages or less describing the process s/he used in and results obtained in constructing and populating the database, and g) providing a brief oral presentation on the paper to the Chief, Federal, State, and Tribal Programs Branch and other EPA managers and staff as requested.

What skills are needed for this project:

Analytical skills, simple database (Excel) construction and manipulation, oral/written communication skills, team participation and technical information skills. Knowledge of basic chemistry, environmental science, and engineering is useful but not required.

Natural Disaster Debris

PROJECT DESCRIPTION: Assisting staff in updating national disaster debris guidance for local communities, including cities, counties, and tribes, who are encouraged to create disaster debris management plans.

DESCRIBE PROGRAM (MISSION/OBJECTIVES):

The Waste Characterization Branch (WCB) of EPA's Office of Resource Conservation and Recovery (ORCR) provides guidance and technical support to federal, state, local, tribal, and territorial authorities, industry, and other stakeholders on waste management decisions before, during, and after a homeland security incident occurs, including large-scale natural disasters and chemical, biological, and radiological incidents. The team promotes waste management-related planning and preparation for natural and man-made disasters and advises stakeholders on best waste management practices to protect human health and the environment.

DEFINE PROJECT(S), OBJECTIVE(S), AND TASKS/ASSIGNMENT(S):

Project(s): The intern will be assigned to the ORCR Homeland Security Team to help revise and update EPA's Planning for Natural Disaster Debris guidance.

Objective(s): The project's objective is to assist EPA in researching and documenting information that will be used to help local communities plan and prepare for natural disaster debris.

Task(s)/assignment(s): Assignments may include developing case studies that highlight how communities prepared for and managed debris generated by recent natural disasters, communicating with local officials, researching the feasibility of reuse and recycling options for various debris streams that might be found after a natural disaster, and updating federal, state, and local resources that can be consulted when planning for natural disasters.

IDENTIFY PREREQUISITE QUALIFICATIONS: Ability to perform outreach and communicate effectively with a wide audience of contacts in order to exchange information and facilitate completion of assignment. Ability to write concisely and clearly.

OSWER SUMMER INTERNS – PROJECT DESCRIPTIONS – 2016

1 – Name of Project: Assisting staff with PCB Cleanup & Disposal

2 – Project Description

Background of Project Area:

EPA's polychlorinated biphenyl (PCB) cleanup and disposal program is responsible for implementing the national PCB regulations, which outline requirements for management and disposal of the chemical banned by Congress in the Toxic Substances Control Act. These regulations set requirements for the cleanup and disposal of PCBs, and EPA is responsible for overseeing these actions, often by issuing approvals (permits) to companies wishing to take a cleanup or disposal action. In Headquarters, we work closely with our 10 EPA Regional offices to ensure the program is being implemented consistently across the country. We lead efforts in developing national guidance, policy, and regulations. We also provide technical and regulatory expertise to both the Regions and the regulated community. In addition to national program management, we also issue some PCB approvals for innovative treatment technologies that will be used across the country.

Tasks to Be Completed By The Intern:
The interns will work with PCB staff in HQ and throughout the Regions on a variety of activities and projects in order to learn more about the national PCB cleanup and disposal program, gain a working knowledge of various topics and policies related to PCB cleanup, PCB permitting, treatment technologies, and other topics, and help advance the PCB cleanup and disposal program.

The interns will be assigned tasks or tasks similar to those listed below. The specific tasks will be agreed upon in the first weeks of their internships and will be based on a matching of skill sets and interests.

- Compile PCB treatment technologies EPA has permitted historically and research & evaluate the current state of each technology
- Compile Regional Approvals and assess national consistency
- Build the PCB share point site to house guidance/policy/approval documents
- Create/Complete administrative records both on share drive and in hard copy for Headquarters issued PCB treatment approvals
- Assist HQ/Regions with updating the national PCB website. An important task will be populating a list of existing regulations with links to electronic versions of the regulations
- Assist HQ to plan a PCB National Meeting. This would involve working with HQ and Regions to develop the agenda and coordinating logistics for the meeting.

3 – What skills are needed for this project:

- An interest in environmental issues, both technical and policy
- Strong communication & writing skills
- Ability to work independently and as part of a group
- Good research skills
- Working knowledge of Excel

RCRA Methods Development Projects

Describe program (mission/objectives):

The Resource Conservation and Recovery Act (RCRA) regulates waste management and materials recovery and reuse, including the disposal of solid and hazardous waste. In support of RCRA, the Office of Resource Conservation and Recovery (ORCR) Methods Team develops test methods for the analysis of various environmental media, including aqueous and solid wastes. These test methods can be found in "*Test Methods for Evaluating Solid Waste"*, also known as SW-846, which is a living "guidance document" setting forth acceptable, although not required, methods to be implemented by the user, as appropriate, in responding to RCRA- related sampling and analysis.

The ORCR Methods Team is made up of chemists, environmental scientists, and environmental engineers. The team develops regulations, guidance documents, test methods, and products that support the Office of Land and Emergency Response (OLEM) mission. In addition, the team provides support in the review of documents (e.g., regulations, guidance, and test methods) developed by other EPA program offices (e.g., Office of Water/Office of Science and Technology (OW/OST) and the Office of Science Policy Advisors (OSPA)) in support of protecting human health and the environment.. The team assists a wide range of stakeholders (e.g., EPA program offices, Regions, federal and state government agencies, industry, the public, and foreign countries), in better understanding the ORCR methods program; and in solving analytical issues related to RCRA/CERCLA/TSCA/Homeland Security sampling and testing. Also, within Headquarters, the team leads the Inorganic and Organic Methods Workgroups and works closely with EPA Regional and ORD Laboratories for the development and validation of SW-846 methods that are cost-effective; provide "green chemistry" alternatives; and provide data of high quality with broad application in environmental monitoring.

Define project(s), objective(s) and tasks/assignment(s):

The ORCR Methods Team continuously works on method development activities to review new analytical methodologies and revising existing SW-846 methods. These methods will be included in Update VI to the 3rd Edition of SW-846. The Team is also working on several special projects (e.g., Corrosivity Petition, Comparison Study for the Use of Thermometers (with and without mercury) for the Ignitability Testing, revisions to the Methods Information and Communication Exchange (MICE) Database, and Development of Leaching Methods for Organic Contaminants in RCRA Matrices) for inclusion in SW-846.

Tasks to be completed by the intern:

The interns will work with RCRA Methods Team in ORCR Headquarters (HQ) in Arlington, VA on a variety of clearly defined activities and projects to develop knowledge and understanding of the principles, concepts, regulations, and operating techniques of the Environmental Protection Agency (EPA) and to learn the national RCRA Methods program. The intern will participate in one or more ongoing method development projects; work with the RCRA Inorganic and/or Organic Methods Workgroup to learn about the development and approval of SW-846 methods; and tour EPA's Region 3

Laboratory to see how samples are analyzed and data are generated. These projects and activities will provide a student with an excellent opportunity to develop technical and analytical skills in problem solving and risk assessment.

Identify prerequisite qualifications:

In order to perform effectively in this assignment the following qualifications are required:

- Background in chemistry, environmental science, or environmental/civil engineering;
- Outstanding analytical and research skills;
- Good communication skills, and experience working with teams and/or the public;
- Good writing skills, and experience preparing and/or reviewing short informational documents;
- Intermediate to advanced skills in Microsoft Office applications, such as Word, Excel, and PowerPoint; and
- Interest/course work in chemistry, environmental policy, environmental science, and/or environmental engineering.

OSWER SUMMER INTERNS – PROJECT DESCRIPTIONS – 2016

1 – Name of Project: Assisting Staff on a variety of RCRA Hazardous Waste Cleanup program projects (Corrective Action).

2 – Project Description

Background of Project Area:

EPA's RCRA Corrective Action Program has set an ambitious goal of largely cleaning up close to 3800 RCRA Subtitle C hazardous waste sites by the year 2020. Contamination and environmental issues at many of these sites should be addressed in a way that reduces impacts on human health and environment, is protective in the long-term, and allows for safe use and anticipated reuse. EPA is also encouraging the consideration of incorporating sustainable and green approaches that reduce use of non-renewable resources. Where possible, anticipated future uses should be identified early in the remedy selection process so that cleanup activities can accommodate the anticipated use where possible.

EPA has ten Regions with corrective action staff, and over 40 States are authorized to run their own RCRA Corrective Action programs.

Some of the RCRA Corrective Action program's missions are to develop national policies and to facilitate information exchange, outreach, and technology transfer on approaches for cleaning up and revitalizing RCRA sites. This includes working with State and Regional cleanup programs, researching and analyzing issues, developing policy options, attending and presenting information at various regulatory and association meetings, conducting meetings and panels on specific cleanup topics, and posting information on the web about the cleanup and revitalization of RCRA sites.

Tasks to Be Completed By the Intern:

The interns will work with Corrective Action staff, staff from other EPA headquarters program offices, EPA regional staff and State Agency staff on a variety of activities and projects in order to learn more about the national and State RCRA Corrective Action Programs, gain a working knowledge of various topics and policies related to long-term stewardship, site revitalization, greener cleanups and other topics, and help develop tools/approaches and information materials to help advance cutting edge practices (and achieve RCRA program goals).

Task(s)/assignment(s):

The interns will be assigned tasks or tasks similar to those listed below. The specific tasks will be agreed upon in the first weeks of their internships and will be based on a matching of each intern's skill set and interests.

- Research and prepare factsheets on specific RCRA cleanup and site reuse projects;
- Research and prepare other outreach materials, such as brochures or internet documents related to corrective action, long-term stewardship, land revitalization and other projects;
- Research, update and draft project descriptions for the RCRA Corrective Action Website;
- Develop meeting materials, assist with logistics for Corrective Action related meetings;
- Participate in EPA project team meetings, represent ORCR;
- Research EPA region and state policies and topics relates to specific corrective action issues, develop background material on these topics, and brief management on findings;
- Prepare excel spreadsheets and conduct simple analysis of corrective action sites and cleanup activities;
- Assist in preparing power point presentations
- The intern may occasionally also work on other projects in the RCRA program.

3 – What skills are needed for this project:

- Good communication skills, experience working with teams or public;
- Good writing skills, experience preparing short informational documents;
- Good research skills;
- Basic web researching skills;
- Moderate skills in Excel; and
- Interest/course work in environmental sciences, environmental policy or environmental engineering.

Name of Project:
RCRA Hazardous Waste Permitting Program

Describe program (mission/objectives):

EPA's Office of Resource Conservation and Recovery (ORCR), Program Implementation and Information Division (PIID), Permits Branch is the national program lead for the RCRA permits program and the TSCA PCB approvals program. The branch is responsible for developing regulations, national policy, and guidance for both programs. The branch works closely with Regional and State permit writers on a wide range of technical and policy issues involving permitting at RCRA storage, treatment, and disposal facilities and PCB storage and disposal facilities.

Define project(s), objective(s) and tasks/assignment(s):

Project(s):

- One project involves assisting a team with developing a method for tracking incidents, such as fires or releases, at hazardous waste treatment, storage, and disposal facilities. For example, this project may involve helping a team to develop an excel spreadsheet or access database that would include pertinent information on hazardous waste incidents so as to enable analysis by the permitting program.

- A second project involves EPA's used oil management standards as it relates to the USDA's bio-preferred program and Executive Orders related to the use of bio-products, which place emphasis on the use of bio-derived products, including bio-lubricants. Initiatives that promote the use of biobased products reduce our reliance on foreign sources of petroleum and other resources. However, the recycling of these materials, once used, can raise regulatory questions and issues (specifically considering the EPA definition of used oil). The intern will identify specific instances (specific products, specific company issues, case studies) where the recyling of biobased products has raised issues – e.g., with state recycling laws, etc. related to the used oil definition. Work will involve interviewing USDA staff, company representatives, and writing summary reports and analysis.

Objective(s):

The intern will work with EPA staff in the Permits Branch, ORCR, Superfund and other headquarters program offices on the activities and projects detailed above.

The intern will develop an understanding of the national role in the RCRA and PCB program, as well as the role of EPA regions and states. The intern will develop an understanding of the EPA regulation development process and how EPA establishes environmental policies and practices.

Task(s)/assignment(s):

-Research and prepare draft issue papers, briefings and decision documents.
-Acquire information from governmental and non-governmental sources to prepare analyses of data bases.
-Assist in preparing PowerPoint presentations
-The intern may occasionally also work on other projects in the Permits Branch's programs.

Identify prerequisite qualifications:

- Good communication skills, experience working with teams or public
- Good writing skills, experience preparing short informational documents
- Good research skills, including web researching skills
- Intermediate skills in Microsoft Office applications such as Word, Excel, PowerPoint, and Access
- Interest/course work in environmental policy

Energetics Wastes Treatment & Disposal Assessment

Describe program (mission/objectives):

The Federal, State, and Tribal Programs Branch (FSTPB) of EPA's Office of Resource Conservation and Recovery (ORCR) provides guidance and support to federal agencies, states, tribes and EPA regional offices on waste management programs implemented under the Resource Conservation and Recovery Act (RCRA).

Define project(s), objective(s) and tasks/assignment(s):

Project(s): The intern will be assigned to FSTPB as a member of the Energetics Wastes Treatment & Disposal Assessment Team (EDAT), assisting on projects related to handling of fireworks, flares, propellants, explosives, and munitions.

Objective(s): The project's objective is to research and develop options for environmentally safe and secure handling, transportation, storage & treatment of military munitions and other explosives.

Task(s)/assignment(s): Assignments include researching and evaluating alternatives for managing this waste stream, such as mobile treatment units, bunker storage, open burning/open detonation and related options.

Identify prerequisite qualifications: Technical background and/or studies appropriate to the program. Oral/written communication skills. Team participation and outreach skills.

Tribal Programs

PROJECT DESCRIPTION: Assisting staff in providing tools for tribal governments to use when developing waste management programs.

Describe program (mission/objectives):

The Federal, State, and Tribal Programs Branch (FSTPB) of EPA's Office of Resource Conservation and Recovery (ORCR) provides guidance and support to federal agencies, states, and EPA regional offices on waste management programs implemented under authority of the Resource Conservation and Recovery Act (RCRA). FSTPB coordinates RCRA municipal and hazardous waste programs for Native American tribal governments, and the national program to meet Government Performance and Results Act (GPRA) goals for clean-up, closure, and upgrades of open dumps in Indian Country.

Define project(s), objective(s) and tasks/assignment(s):

Project(s): The intern will be assigned to the ORCR Tribal Team as a member of a national EPA work group to evaluate approaches for tribal governments to develop integrated solid waste management plans appropriate to tribes with different populations, resources, and waste management challenges.

Objective(s): The project's objective is to assist EPA meet GPRA goals by providing tools for tribal governments to use when developing waste management programs. Tools could include written materials, peer support among tribes, training courses, and other methods to develop and sustain successful waste management strategies in Indian Country.

Task(s)/assignment(s): Assignments include researching waste management practices and needs in Indian Country, working with the ORCR Tribal Team and national work group members on requests from EPA regions and tribes for planning documents and training, and developing presentations on Tribal Team projects. The intern will also assist with development of the *Tribal Waste Journal*, EPA's publication for tribes on RCRA issues.

Identify prerequisite qualifications: Oral/written communication skills. Team participation and outreach skills. Experience/interest in Native American tribal culture, government, and environmental issues.

ORCR Sustainable Food Management Internship
Summer 2016

PROJECT DESCRIPTION: Assisting the Resource Conservation and Sustainability Division's Sustainable Food Management Team, Branch Chief and Food Recovery Challenge (FRC) lead, with various aspects of challenge communication and outreach efforts, as well as research and analysis of key areas of Sustainable Food Management, such as an enhanced national donation infrastructure.

Describe program (mission/objectives):

The Chemicals Management Branch (CMB) of EPA's Office of Resource Conservation and Recovery (ORCR) develops and implements efforts to advance sustainable food management practices throughout the United States by preventing and diverting wasted food from landfills. Implementing the Food Recovery Challenge (FRC) is the main vehicle the branch uses to meet our goals. As a key component of this work, the EPA is responsible along with the U.S. Department of Agriculture for developing and implementing strategies and efforts to meet the U.S. goal of reducing wasted food by 50% by 2030.

Define project(s), objective(s) and tasks/assignment(s):

Project(s): The intern will be assigned to the ORCR Sustainable Food Management Team as a member of a national EPA work group to both communicate outreach efforts to FRC participants and endorsers and to develop strategies to meet the U.S. goal of reducing wasted food by 50% by 2030.

Objective(s): The project's objective is to assist EPA in meeting the Sustainable Food Management goal of reducing wasted food by 50% by 2030, as well as helping to bring about increased wasted food reduction by current FRC participants and endorsers. Tools could include written outreach materials and results of research and analysis to aid in successfully meeting the national goal to reduce wasted food by 50% by 2030.

Task(s)/assignment(s): Assignments include clear, succinct, and thorough communication products, such as newsletters to FRC participants and endorsers and research, analysis, and writing on key areas of the Sustainable Food Management Action Plan, such as a national composting infrastructure.

Identify pre-requisite qualifications: Oral/written communication skills. Team participation and outreach skills. Experience/interest in sustainable food management, government, and environmental issues.

Name of Project: Sustainable Materials Management (SMM)

Describe program (mission/objectives):

EPA's Office of Resource Conservation and Recovery (ORCR), Resource Conservation and Sustainability Division (RCSD), Materials Conservation and Recycling Branch (MCRB) monitors national municipal solid waste material flows. MCRB is also responsible for the annual Characterization Report of all material in the US. In concordance with the Sustainable Materials Management (SMM) initiatives, MCRB also tracks recycling programs, materials, and lifecycle flows nationally through the Federal Green Challenge, Food Recovery Challenge, and the Electronics Challenge. EPA's WasteWise is also housed within MCRB.

Project(s):

- The main project involves cleaning and verifying existing data sets related to WasteWise and the program challenges. While these data sets have been modernized, older data sets need to be reformatted to match current styling and output.

- Secondary assignments include verifying existing data outputs, recording procedures, and organizing digital data files.

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Objective(s):

The intern will work with EPA staff in MCRB, RCSD, and other headquarters program offices on the activities and projects detailed above.

The intern will develop an understanding of national data surrounding various recycling initiatives and tracking systems. The intern will also gain experience in consolidating large data sets from aggregation systems and recording a data management procedure. The intern will develop an understanding of the EPA's role in recycling promotion and promulgation, as well as translating data results to various audiences.

Task(s)/assignment(s):

The intern will be assigned tasks or tasks similar to those listed below:

- Learn the structure of data collection within MCRB
- Work with the measurement team within MCRB to develop a consistent format for data management
- Organize and "clean" existing datasets
- Record procedures for reproducibility
- Prepare presentations for interpretability to MCRB

Identify prerequisite qualifications:

- Good communication skills, experience working with teams or public
- Extensive knowledge of database systems including, but not limited to Microsoft Excel.
- Moderate knowledge of biostatistics, able to work comfortably with medium to large datasets
- Intermediate skills in Microsoft Word and PowerPoint
- Interest/course work in sustainability, public health, or environmental sciences

SOCIAL MEDIA CAMPAIGN

PROJECT DESCRIPTION:
Researching responses to press inquiries, developing new social media campaigns, and updating existing web content.

Describe program (mission/objectives):
Our mission is to protect human health and the environment by ensuring responsible national management of hazardous and nonhazardous waste.
Our goals are to:

- Conserve energy and resources by promoting waste reduction, reuse, and recycling ;
- Prevent land contamination from mismanagement of solid and hazardous wastes;
- Clean up areas where waste may have spilled, leaked, or been improperly disposed.
- Promote safe waste management by working closely with individual states, industry, environmental groups, tribes, and the public. These shared responsibilities help us to:

Define project(s), objective(s) and tasks/assignment(s):

Project(s): Assist the Office of Resource Conservation and Recovery's (ORCR) Communication Team to research responses to press inquiries, develop new social media campaigns to support events such as America Recycles Day (Nov. 15) and seasonal messaging, review and update existing web content, and identify key media outlets and stakeholders for communication targeting.

Objective(s): To increase public understanding of resource conservation, sustainable materials management, and responsible waste management.

Task(s)/assignment(s): Working with ORCR Communications Team staff, ORCR program experts and EPA regional experts develop press responses, social media messages, and web content.

Identify prerequisite qualifications: Strong writing skills are required. Experience/interest in communications is desirable. Experience with web development, public outreach campaigns, including the use of social media are all desirable.

Name of Project: RCRA Hazardous Waste Recycling and Generator Program

Describe program (mission/objectives):

The Recycling and Generator Branch (RGB) is responsible for developing and implementing policy, regulations, and guidance, in the areas of the definition of solid waste and hazardous waste recycling. The Branch also works with States and other stakeholders to identify specific industries and waste streams that provide the greatest opportunity for reuse and recycling and is responsible for identifying and carrying out innovative approaches to increasing reuse and recycling of hazardous waste while protecting human health and the environment. In addition, the Branch develops, revises, and interprets regulations, policies, and guidance for the hazardous waste generator program. The Branch leads implementation of the hazardous waste generator program, including program evaluation, program improvement, and developing and implementing approaches to minimizing the generation of hazardous waste. Further, the branch leads the development of regulation, policy, and guidance regarding whether non-hazardous secondary materials are non-waste or waste fuels when combusted.

Define project(s), objective(s) and tasks/assignment(s):

Project(s):

- Assist EPA experts in analyzing information on hazardous waste recycling to aid in the development of future program goals.

- Research issues related to regulation of hazardous waste generators in support of revised regulations for the generator universe.

- Analyze information on hazardous pharmaceuticals in support of the development of a regulation specific to the pharmaceutical sector.

Objective(s):

The intern will work with EPA staff in RGB, ORCR, and other headquarters program offices on the activities and projects detailed above.

The intern will develop an understanding of the national role of the RCRA hazardous waste generator and recycling program, as well as the role of EPA regions and states. The intern will develop an understanding of the EPA regulation development process and how EPA establishes environmental policies and practices.

Task(s)/assignment(s):

The intern will be assigned tasks or tasks similar to those listed below:
-Research and prepare draft issue papers, briefings and decision documents.
-Acquire information from governmental and non-governmental sources to prepare analyses of data bases.
-Assist in preparing PowerPoint presentations
-The intern may occasionally also work on other projects in the Recycling Generator Branch's programs.

Identify prerequisite qualifications:

- Good communication skills, experience working with teams or public
- Good writing skills, experience preparing short informational documents
- Good research skills, including web researching skills
- Strong analytic skills
- Intermediate skills in Microsoft Office applications such as Word, Excel, PowerPoint, and Access
- Interest/course work in environmental policy