



VOLUNTEER INTERNSHIP PROGRAM

OFFICE OF SUPERFUND REMEDIATION AND TECHNOLOGY INNOVATION (OSRTI) OFFICE OF LAND AND EMERGENCY MANAGEMENT (OLEM)

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 May 15, 2016 - September 3, 2016
- Students must commit a minimum of 6 weeks and maximum of 10 weeks
- 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

Accounting, Biology, Business Administration, Chemistry, Communications, Computer Science, Economics, English, Environmental Justice, Environmental Sciences, Information Systems, Political Science, Public Administration and more!

HOW TO APPLY

- Applications are accepted March 4, 2016– June 17, 2016
- Visit for a complete listing of our internships <https://www.epa.gov/internships/>
- Send resume and cover letter -**with the project title in the subject line-** to OSRTI.Internships@epa.gov

**OLEM SUMMER INTERN PROGRAM
PROJECT DESCRIPTIONS FORMAT -- 2016**

Name of Point of Contact/Supervisor and Phone Number:

POC: Dana Jones

Email: OSRTI.Internships@epa.gov

Supervisor: Suzanne Wells, Chief, CIPIB

Name of Office/Division/Branch and Location of Assignment:

Office of Land and Emergency Response

Office of Superfund Remediation & Technology Innovation

Assessment and Remediation Division

Community Involvement and Program Initiatives Branch

Define Project (s), Objectives (s) and Tasks/Assignments:

--Projects: **Community Involvement Pioneer**

--Objectives:

The objective of this internship is to undertake defined tasks that are appropriate for an intern in the area of remediation of mining sites.

--Task (s): - Assignments:

The individual selected for this detail will assist with some combination of the following:

- Review the Superfund Mining Web pages of the branch for user friendliness and appeal: We have recently completed a transformation of our website and at least some content was scaled back. A review of material would help to sharpen what we have and improve communications.
- Support refinements to the Mining Sharepoint Site: The Mining Sharepoint site is an important resource for managing information related to mining sites. It should provide quick and easy access to a rich library of information from reports to guidance. Right now, this information is available but not in a form that is easily found.
- Working with office staff, organize webinars on the remediation of mining and mineral processing sites.

Identify Prerequisite Qualifications:

- Depending on the interests and skills sets of the successful applicant, these tasks may be modified to better match the talents of the individual selected to other Branch priorities.

Describe any other requirements, such as travel or training. Not Applicable

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Office of Land and Emergency Response

Office of Superfund Remediation & Technology Innovation

Assessment and Remediation Division

Community Involvement and Program Initiatives Branch

Define Project (s), Objectives (s) and Tasks/Assignments:

--Projects: **Community Involvement Pioneer- Community Advisory Group/SharePoint**

--Objectives:

The objective of this internship is to undertake defined tasks that are appropriate for an intern in the area of remediation of mining sites.

--Task (s): - Assignments:

The individual selected for this detail will assist with some combination of the following:

- Update existing Community Advisory Group (CAG) resources: Community Advisory Groups are often established around Superfund sites to provide a public forum for a diverse group of stakeholders to discuss their needs and concerns. The CAG program has been successful, and CAGs often assist EPA in making better decisions on how to clean up a site. Interviews with CAG members have identified a number of recommendations that can help strengthen and improve CAGs. This project involves implementing key recommendations that can have a big impact on the CAG program.
- Develop a Superfund Community Involvement (CI) SharePoint site. The CI SharePoint site is an important resource for managing information related to community involvement at EPAs. It should provide quick and easy access to a rich library of information from reports to guidance.
- Create ways to market legacy learning tools: Legacy learning is intended to take advantage of the wealth of knowledge our experienced regional community involvement coordinators (CICs) possess, and to transfer that knowledge and skills to new community involvement coordinators. Three audio tapes incorporating interviews of CICs who have a combined total of over 100 years of experience working with communities were created last year. The project involves developing a training plan on how we can use these tapes for training purposes.
- Assist in the review of the environmental justice flag in SEMS (i.e., the Superfund information database). This task will involve reviewing information in SEMS and working with EPA regions to ensure the information is correct, current, and consistent with other available information for a site. This is a priority within our FY 15 workplan and provides an excellent opportunity for gaining experience in working an issue with EPA headquarters and regional staff.

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- Assist in the implementation of a communication strategy for the new customer service satisfaction surveys. This work would include marketing emails, discussions with Community Involvement Coordinators and Managers, training and other activities.
- Develop a webinar to share best practices regional CICs have for staying engaged with communities who live long distances from EPA's regional and field offices. The training will feature the recently released Long-Distance Engagement Guide and use case studies to showcase best practices for effectively staying connected with communities. This effort would include speaking with regional participants, identifying techniques, e.g., polls, chat box, Q&A, etc., for keeping people engaged when you can't be there in person.
- Depending on the interests and skills sets of the successful applicant, these tasks may be modified to better match the talents of the individual selected to other Branch priorities.

Identify Prerequisite Qualifications:

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Describe any other requirements, such as travel or training. Not Applicable

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POC: Dana Jones

Email: OSRTI.Internships@epa.gov

Supervisor: Michael Scozzafava, Chief, SPB

Name of Office/Division/Branch and Location of Assignment:

Office of Land and Emergency Response

Office of Superfund Remediation & Technology Innovation

Assessment and Remediation Division

Science Policy Branch

Describe Program (Mission/Objectives):

The Consolidate Appropriations Act of 2016 called for an assessment of Superfund sites within, adjacent or proximal to the nation's largest lead mining districts to be considered by a committee organized by the National Academy of Sciences and be completed by June 2017.

OSRTI/ARD has been tasked to contract with the NAS, provide the data and any relevant materials for the Committee's consideration during the study. The study is designed to answer the following three questions:

1. What is the source of lead at NPL sites within, adjacent or proximal to the largest lead mining districts?
2. What is the definition of a "source" or "release"?
3. What other sources of lead can be found at Superfunds sites (e.g., lead-based paint, use of consumer products)?

Define Project (s), Objectives (s) and Tasks/Assignments:

--Project: **National Academy of Sciences Study of NPL Sites at Large Mining Sites**

--Objectives: The objectives of this project is to review Administrative documents for information (e.g., environmental data, Superfund site information, etc.), coordinate with mining experts, Regional personnel, ATSDR and other EPA personnel to provide the information for the NAS Committee. Due to the short nature of the project time, the intern will be coordinating and working directly with Regional personnel to gather the information.

--Task (s): - Assignments:

The intern will assist the ARD lead with gathering environmental information, drafting documentation for the NAS committee review. The intern will be involved in assembling data sets, providing drafts of reports, coordinating between all entities involved in gather the pertinent information, presenting information to EPA personnel and drafting explanations of data.

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Identify Prerequisite Qualifications:

The candidate must have basic understanding of general sciences, such as, chemistry, physics, and biology, with a focus on human biology, including knowledge of genetics, molecular biology and epidemiology. Knowledge of analytical sciences, for example, microscopy or laboratory analytical techniques as well as statistics would be satisfactory for the project tasks. Computer skills in spreadsheet programs (e.g., Microsoft Excel, etc.), word processing and presentation programs (e.g., Powerpoint), e-mail, internet browsers, and database programs are preferred for completion of the project tasks. Excellent oral and written skills are required for the project task.

Describe any other requirements, such as travel or training here:

Not Applicable

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POC: Dana Jones

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Supervisor: Michael Scozzafava, SPB

Name of Office/Division/Branch and Location of Assignment:

Office of Land and Emergency Response

Office of Superfund Remediation & Technology Innovation

Assessment and Remediation Division

Science Policy Branch

Describe Program (Mission/Objectives):

The Superfund's Office of Land and Emergency Management Science Policy Branch advises regional offices and superfund site managers on how to best handle the often complex issues surrounding Superfund sites. This project will assist in collecting information on asbestos. Asbestos is a major contaminant at some Superfund sites. Asbestos is a mineral that was used in fireproofing. It can be found in homes and buildings where it was used for insulation, in ships, brake pads, and other industrial products. Asbestos is also found where mining, industrial or accidental releases have occurred or where it is found naturally in surface soil. Asbestos is known to cause lung cancer. However, it may cause other health problems too. Asbestos is a family of minerals. Different forms of asbestos may effect health to different degrees, and possibly in different ways. Research on asbestos is ongoing with many new papers published every year. It is important that the EPA stay up-to-date and well-informed of developments in this area. A better understanding of asbestos will help the EPA make more informed risk assessments and set the most appropriate standards for human exposures to asbestos in the environment.

Define Project (s), Objectives (s) and Tasks/Assignments:

--Projects: **Investigating Health Effects of Asbestos**

--Objectives:

The primary objective of this project is to identify newly published research on the health effects of different types of asbestos fibers with a focus on non-cancer endpoints. A secondary object is to identify papers that will help determine how toxicities vary according to the characteristics of different asbestos fiber types. Some are probably more toxic than others, but this area of study is underexplored. This project will help the Science Policy Branch better understand health effects and toxicity of asbestos so that better decisions for the protection of human health can be made.

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--Task (s): - Assignments:

The intern will assist the Superfund Program's Science Policy Branch lead with reviewing research, identifying areas of uncertainty, and searching data bases and journals for newly published research

Identify Prerequisite Qualifications:

The candidate should have basic understanding of biology. Additional experience or interest in public health, epidemiology, anatomy, physiology or research related to human or environmental health would be helpful. Computer skills in spreadsheet programs (e.g., Microsoft Excel, etc.), word processing and presentation programs (e.g., Powerpoint), e-mail, internet browsers, and database programs are preferred for completion of the project tasks.

Describe any other requirements, such as travel or training.

Some local travel to EPA offices in Washington DC may be involved.

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POC: Dana Jones

Email: OSRTI.Internships@epa.gov

Supervisor: Jennifer Hovis, Chief, CPCMB

Name of Office/Division/Branch and Location of Assignment:

Office of Land and Emergency Response

Office of Superfund Remediation & Technology Innovation

Assessment and Remediation Division

Construction and Post Construction Management Branch

Describe Program (Mission/Objectives):

Value Engineering (VE) is a well-established commercial practice for cutting waste and inefficiency that can help Federal agencies reduce program and acquisition costs, improve the quality and timeliness of performance, and take greater advantage of innovation to meet 21st century expectations and demands. Office of Management and Budget (OMB) Circular A-31, requires each executive agency to establish and maintain cost-effective value engineering procedures and processes.

To respond to this requirement, EPA's Superfund program developed and has since updated its own policy and guidance for VE implementation during remedial design, remedial action, and long term response action activities. The most recent policy, OSWER 9335.4-24, "Value Engineering for Fund-Financed Remedial Design and Remedial Action Projects", was signed in 2006.

In 2014, OMB revised OMB Circular A-131, Value Engineering, to update and reinforce policies associated with the consideration and use of VE.

Define Project (s), Objectives (s) and Tasks/Assignments:

--Project: **Review of Superfund Value Engineering Policy and Procedures**

--Objectives:

Develop a recommendation for revision to the Superfund remedial program's value engineering program

--Task (s): - Assignments:

1. Market research – review existing EPA policies on value engineering and analyze revised OMB Circular A-131
2. Gap analysis – provide an analysis of policy or process gaps between Superfund's current guidance and the revised OMB Circular A-131 requirements.
3. Recommendation – provide and prioritize recommendations for changes to EPA's policies or processes for value engineering in the Superfund remedial program

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Identify Prerequisite Qualifications:

Some college education – must be able to provide critical analysis for OMB and EPA policies and processes

Organizational skills

Critical thinking

Technical writing skills – an ability to clearly communicate in writing technical recommendations

General computer skills – mastery of excel, word, other Microsoft office tools

Describe any other requirements, such as travel or training.

Not Applicable

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Supervisor: Daniel Powell, Chief, TIIB

Name of Office/Division/Branch and Location of Assignment:

Office of Land and Emergency Response

Office of Superfund Remediation & Technology Innovation

Technology Innovation & Field Services Division

Technology Integration and Information Branch

Describe Program (Mission/Objectives):

The Technology Innovation and Field Services Division (TIFSD) within the Office of Superfund Remediation and Technology Innovation (OSRTI) provides an variety of training programs and information resources to site managers responsible for the cleanup of our Nation's hazardous waste sites. As part of this effort, TIFSD has begun piloting a "Legacy Learning" program to capture the knowledge of senior program and cleanup experts. TIFSD wants to use the information collected, largely through video interviews, to develop a series of training videos to share the knowledge even as these experts retire or leave for other opportunities.

Define Project (s), Objectives (s) and Tasks/Assignments:

--Project: **Supporting Development of Legacy Learning Video Program**

--Objectives:

The intern will work with TFFSD staff to edit and compile the Legacy learning interviews, make them available as a learning tool to project managers, and present information on their availability to project managers and Superfund program management

--Task (s): - Assignments:

- Assist in editing and cataloguing of videos and content of videos
- Assist in developing Legacy Learning web presence
- Prepare presentation materials and communications materials, including PowerPoint presentations, graphic depictions of findings, fact sheets, and short narratives of specific items.

Identify Prerequisite Qualifications:

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- Understanding of online presentation, video, learning, etc. tools,
- Strong written communications skills and verbal abilities,
- An interest in and some knowledge of environmental issues and hazardous waste site cleanup
- Proficiency in PowerPoint, Excel and other presentation tools

Describe any other requirements, such as travel or training.

Not Applicable

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Office of Land and Emergency Response

Office of Superfund Remediation & Technology Innovation

Technology Innovation & Field Services Division

Technology Integration and Information Branch

Describe Program (Mission/Objectives):

The technology program within the Office of Superfund Remediation and Technology Innovation's (OSRTI) Technology Innovation and Field Services Division (TIFSD) advocates and encourages the use of new technologies and approaches to hazardous waste site characterization and cleanup. As part of the effort, TIFSD works with technology vendors and service providers to communicate opportunities that encourage further technology development. In 1999 and again in 2005, TIFSD developed an analysis of the potential markets for cleanup technologies and services that looked at the remaining work to be done at Superfund and other waste sites. TIFSD is now conducting an updated analysis of the potential markets.

In addition, TIFSD conducts optimization activities at individual Superfund sites to improve the effectiveness and efficiency of the cleanup systems at these sites. TIFSD is now conducting a comprehensive review of the optimization findings and is in the process of developing information and analyses based on the review.

Define Project (s), Objectives (s) and Tasks/Assignments:

--Project: **Supporting Study of Hazardous Waste Site Cleanup Market and Trends in Site Cleanup**

--Objectives:

The intern will work with TFFSD staff and management to conduct the reviews and help compile findings and prepare communications materials related to the market stud and optimization findings efforts.

--Task (s): - Assignments:

- Assist in section write-ups and reviews.
- Compile findings and comments received by reviewers.
- Prepare presentation materials including PowerPoint presentations, graphic depictions of findings and short narratives of specific items.

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Identify Prerequisite Qualifications:

- Understanding of market sector analysis,
- Knowledge of business and economics,
- Policy analysis skills,
- Strong written communications skills and verbal abilities,
- An interest in and some knowledge of environmental issues and hazardous waste site cleanup
- Proficiency in PowerPoint, Excel and other presentation tools

Describe any other requirements, such as travel or training.

Not Applicable