



STUDENT VOLUNTEER PROJECT ACADEMIC YEAR 2016/2017

The EPA Region III Student Volunteer Internship program (Volunteer Program) provides students with unpaid work experience that is related to their academic field of study. Volunteer opportunities offer exposure to various Federal careers and an enriched scientific and technical work experience. The Volunteer program is composed of specific projects and assignments for which students may apply.

ELIGIBILITY

- Applicants must be 18 years of age at time of application
- Be current students pursuing degrees or certificates from accredited college or university
- Obtain and maintain a GPA of at least 2.5 on a scale of 4.0 scale
- Able to provide a current transcript (official or unofficial)
- Able to provide proof of enrollment

DUTY STATION

U.S. Environmental Protection Agency, Region III
1650 Arch Street
Philadelphia, PA 19103

HOW TO APPLY

- Applications will be accepted July 19, 2016-August 2, 2016
- E-mail a current resume, current transcript (official or unofficial), proof of enrollment, and a brief letter of recommendation from a teacher or professor to R3_Student_Volunteers@epa.gov
- Indicate the preference order of up to three assignments. Your application will be deemed incomplete if you do not select three assignments of preference.

Division: Air Protection Division

Office: Office of Air Partnership Programs

Work Location: Philadelphia, Pennsylvania.

Monitor: Janice Bolden, Environmental Scientist

Assignment Name: The West Philadelphia EJSCREEN and Asthma Project

Desired Qualifications/Skills/Coursework/Preferred Major:

- Qualifications - An organized, motivated, fast-learner, an effective communicator, a good team-player looking to partner with local community stakeholders to produce an end product.
- Skills - Organizational, computer, communication, presentation and writing.
- Courses – Environmental Science, Environmental Justice, Public Health, Community Health and GIS application knowledge is a plus.
- Preferred Major – Environmental Scientist and/or Public Health

Preferred Class Status: *Undergraduate Junior or Senior*

Duration: *October 3, 2016 - April 4, 2017*

Time Commitment Anticipated: Time commitment for this project is flexible. Weekly hours can be discussed with volunteer and assignment monitor.

Work Description: Region's Office of Air Partnership Programs focuses on improving environmental health outcomes for individuals - including those segments of the population which are and have been disproportionately impacted by outdoor ambient air health risks and indoor environmental asthma exposures. This project will use EJSCREEN as a guidance tool to promote asthma advocacy within the West Philadelphia community. By using the EJSCREEN map to create a factsheet to be use as a resource for identifying ambient environmental exposures which can exacerbate asthma.

The student volunteer responsibilities include following (not all-inclusive):

- Participate in EJSCREEN training
- Identify environmental factors within EJSCREEN which can exacerbate the disproportionate burden of asthma in urban communities
- Participation and collaboration with community stakeholders to complete EJSCREEN map
- Actively participate in stakeholders meetings and/or conference calls
- Task Activities:
 1. Create/Modify an EJSCREEN map
 2. Create a community based factsheet
 3. Presentation to community stakeholder on the final EJSCREEN map

Division: Hazardous Sites Clean-up Division (HSCD)

Office: Office of Superfund Site Remediation (OSSR), DE, VA, WV Remedial Branch (3HS23)

Work Location: Philadelphia, PA

Monitors: Charlie Root, DE, VA, WV Remedial Branch Chief and Randy Sturgeon, Remedial Project Manager

Assignment Name: Special project(s) relating to the Atlantic Wood Industries Superfund Site to assist Sr. EPA Remedial Project Manager.

Desired Qualifications/Skills/Coursework/Preferred Major: Environmental Engineer/Environmental Scientist

Preferred Class Status: Undergraduate: Freshman, Sophomore, and Junior

Duration: October 1, 2016 - April 15, 2017

Time Commitment Anticipated: 10-15 hours per week

Work Description: The Student volunteer will work with a Sr. Remedial Project Manager (RPM) on special projects relating to the complex clean-up at the Atlantic Wood Industries (AWI) Superfund Site. Specifically, the volunteer will assist with the Site Operation & Maintenance (O&M) Plan development. The volunteer will utilize the existing O&M Plan outline, review appropriate EPA guidance and policy, coordinate with the RPM and contractors performing clean-up work at the Site to add detail to the O&M Plan outline and achieve a draft final O&M Plan. In addition, the volunteer will work independently to familiarize themselves with existing EPA guidance and policies regarding green remediation and use that knowledge to track and quantify the greener remediation features of the AWI clean-up, which will be reported out to EPA Regional and Headquarters management. The projects will provide the student with real world experience in using and interpreting EPA Superfund policies and guidance, practical exposure to project management of an extremely complex Superfund clean-up, as well as experience and feedback in writing, analyzing and presenting for a professional audience.

Division: Hazardous Sites Cleanup Division

Office: Brownfields and Land Revitalization

Work Location: Philadelphia, PA

Monitor: Gianna Rosati/Felicia Fred

Assignment Name: Environmental and Economic Impact of Brownfields Redevelopment

Desired Qualifications/Skills/Coursework/Preferred Major: Environmental science, engineer, other related majors

Preferred Class Status: *(Undergraduate: Freshman, Sophomore etc., Graduate Student) Negotiable*

Duration: Negotiable

Time Commitment Anticipated: TBD

Work Description:

The student will help research the environmental and economic impact of redeveloping or reusing a brownfields site versus an uncontaminated, unused site in Region 3, which includes Washington, D.C., Delaware, Maryland, Pennsylvania, Virginia and West Virginia. The project will include the collection of environmental information, such as greenhouse gas emissions, of brownfields site cleanup, amount of unused land preserved by brownfield reuse, and other measures of environmental impact. The project will also include the collection of economic information such as cost saving for development companies, community economic benefits from employment sources, increased real estate value, and tax sources for local municipalities. This information can be used nationwide for the Office of Brownfields and Land Revitalization in program brochures, websites, and to illustrate how continued program funding is necessary. The data collected on former brownfield sites can be used to develop brownfield success stories fact sheets. This research will provide the student with experience interpreting and analyzing environmental information for a professional audience, while providing the EPA with a valuable deliverable.

Division: Hazardous Sites Cleanup Division

Office: Community Involvement and Outreach Branch

Work Location: Philadelphia, PA

Monitor: Vance Evans

Assignment Name: Community Outreach Activities and Visual Community Outreach Display Project

Desired Qualifications/Skills/Coursework/Preferred Major: Individuals should have an interest and skills in oral, visual and written communications, and an aptitude for learning about and understanding environmental science

Preferred Class Status: Upperclassman or Graduate Student

Duration: Fall 2016

Time Commitment Anticipated: 10-15 hours week

Work Description:

The volunteer will assist the Superfund Community Involvement and Outreach Branch with updating a Superfund Site's community involvement special project. They will work with the Community Involvement Coordinator, and possibly the project manager, to develop a visual exhibit depicting EPA's cleanup history at a Superfund Site. The exhibit will be displayed in a way comparable to the existing exhibits in the historical museum in the town in which the Superfund Site is located. The project will also involve researching site files and photos and possibly participating in citizen interviews.

Division: Hazardous Sites Cleanup Division (HSCD)

Office: Community Involvement and Outreach Branch

Work Location: Philadelphia

Monitor: TBD

Assignment Name: Assist with updating of Superfund site webpages.

Desired Qualifications/Skills/Coursework/Preferred Major: Strong writing skills; comfort with online documents

Preferred Class Status: Undergraduate

Duration: TBD

Time Commitment Anticipated: 5-10 hours/week (estimated)

Work Description:

The student will assist community involvement coordinators in the Hazardous Site Cleanup Division maintain detailed, online Superfund site webpages that inform communities of both background of and current updates to Superfund site cleanups. This is a writing-intensive assignment, where the student will work with members of Superfund site cleanup teams to learn site information and write in succinct, well organized, descriptive language about site cleanup progress.

Division: Land and Chemicals Division

Office: Office of Materials Management

Work Location: Philadelphia, PA

Monitor: Dan Gallo

Assignment Name: Electronics Recycling Webinar Series Development

Desired Qualifications/Skills/Coursework/Preferred Major:

- Proficiency in Microsoft Office, particularly Word and Excel and ability to use Adobe Connect
- Experience in use of social media such as Twitter, Facebook, blogs
- Coursework in sustainability and environmental issues, communications
- Activities and interest in environmental and sustainability issues

Preferred Class Status: Junior or Senior Undergraduate or Graduate student

Duration: Sept.1, 2016 – May 30, 2017

Time Commitment Anticipated: 16 - 20 hours/week

Work Description:

The student will support EPA's electronics recycling activities in the Land and Chemicals Division (LCD), Office of Materials Management. The Office of Materials Management implements EPA's Sustainable Materials Management (SMM) program. The SMM program seeks to reduce the environmental impact of materials through their entire life cycle. This includes how they are extracted, manufactured, distributed, used, reused, recycled, and disposed.

One of the materials for which EPA encourages sustainable management is electronics. If electronics can be recycled, this reduces pollution and energy use from manufacturing new products and the need to extract limited resources. Increasing domestic electronics recycling also helps to prevent electronics waste from being exported to developing countries.

The student will develop and coordinate new electronics recycling webinars in the fall of 2016 and into 2017. This project builds on the success of an electronics webinar series that was established in January of 2016.

The student will assist in engaging electronics recycling experts for participation on panels and will utilize Adobe Connect as the software tool and platform for the webinars. In addition, the student volunteer will help to: create messages for potential audiences; communicate with experts in the field; host the webinars and field questions; and perform follow-up assignments for the webinars. The student will also utilize a new SMM blog and develop messages for Twitter for further outreach and communication with the EPA Region 3 and nationwide stakeholder audience for electronics recycling.

The student will also help to create, plan and participate in an America Recycles Day event on/around November 15th to raise the level of awareness of electronics recycling, best management practices and to foster increased levels of electronics recycling in communities and institutions.

The student may also assist in the initial stages of the implementation of sustainability improvements for EPA buildings, such as energy efficiency, renewable energy, and waste diversion activities.

Division: Land and Chemicals Division

Office: Office of Toxics and Pesticides, Pesticides and Asbestos Programs Branch

Work Location: Philadelphia, Pennsylvania

Monitor: John Butler

Assignment Name: Pesticides Program and Enforcement Support

Desired Qualifications/Skills/Coursework/Preferred Major:

Ability to perform technical reviews and data entry after initial training on reporting and program files. Good analytical skills. Ability to summarize data and timely report to management.

Preferred Class Status: Any

Duration: Two to three months.

Time Commitment Anticipated: 15-20 hours/week

Work Description:

The Pesticide and Asbestos Programs Branch (PAPB) of EPA Region 3 implements the requirements of the Federal Insecticide, Fungicide, and Rodenticide Act (FIFRA), which is the Federal statute that governs the registration, distribution, sale and use of pesticides in the United States. The student volunteer will assist in coordinating and tracking the FIFRA annual reporting requirements for pesticide producers. The student will review production reports and help to determine if facilities are in compliance with FIFRA. Reports or files with violations will be prioritized for enforcement action.

In addition, the student will support the implementation of EPA's Integrated Pest Management in Schools Program. This pesticide program protects school children in grades K-12 in Region 3 from the harmful effects of pests and pesticides. The student will update databases with information related to outreach education efforts for this program.

By the end of the project, the student will have learned how EPA enforces its regulations to protect human health and the environment. The student will also learn about other PAPB work under the Asbestos Hazard Emergency Response Act (AHERA) and the Clean Air Act (Asbestos). PAPB will have reduced any potential backlog of report processing needed to be reviewed and prioritized through the diligent work of the student volunteer.

Division: Land and Chemicals Division (LCD)

Office: Office of Materials Management

Work Location: Philadelphia, PA

Monitor: Luke Wolfgang

Assignment Name: Sustainable Food Management

Desired Qualifications/Skills/Coursework/Preferred Major: Coursework/Background in Environmental Sustainability.

Preferred Class Status: Any

Duration: October 2016 through March 2017

Time Commitment Anticipated: 10-20 Hours/Week

Work Description: The student will support EPA's Sustainable Food Management (SFM) program activities in the Land and Chemical's Division (LCD), Office of Materials Management. The Office of Materials Management implements EPA's Sustainable Materials Management (SMM) program. SMM seeks to reduce the environmental impact of materials through their entire life cycle. This includes how they are extracted, manufactured, distributed, used, reused, recycled, and disposed of.

One of the materials for which EPA encourages sustainable management is food. The Food and Agriculture Organization of the United Nations (FAO) estimated that approximately one-third of all food produced for human consumption is lost or wasted. They predict that by eliminating food loss and wasted food we would have enough food to feed all the chronically undernourished. EPA is working towards a joint EPA/United States Department of Agriculture (USDA) goal of reducing wasted food by 50 percent by 2030.

The student will have the opportunity to work towards the EPA/USDA goal at the national and local level and help implement EPA's national Food Recovery Challenge. As part of this Challenge, organizations improve sustainable food management practices and report results. In one year, these organizations diverted nearly 606,000 tons of wasted food from entering landfills or incinerators. The student will work with EPA staff and external partners in this Challenge to provide technical analysis and assistance to businesses and institutions engaged in food recovery activities: food waste composting, donation, and prevention. The student will also work locally on the development of an urban model project focused on community-based surplus food recovery strategies.

Division: Office of Policy & Management (OP&M)

Office: Office of the Regional Comptroller, 3PM30

Work Location: Philadelphia

Monitor: Susan Janowiak, Sharon LaPersonerie

Assignment Name: Region 3 Transit Subsidy Program Analysis

Desired Qualifications/Skills/Coursework/Preferred Major: Business major familiar with data gathering and analysis.

Preferred Class Status: Undergraduate

Duration: October through December, 2016

Time Commitment Anticipated: 10 – 15 hours per week

Work Description:

- Data Gathering, Charting and Reporting
- Data Analysis
- Financial Projections

Purpose: *Through this special project, and working closely with the Regional Comptroller and Regional Transit Subsidy Coordinator, the volunteer will become familiar with the Clean Air Act, Office of Management and Budget, and Executive Order mandates that regulate the Federal transit subsidy program. They will also learn the program's purpose and the existing transit subsidy structure and reports. This opportunity provides the student with professional experience related to the purpose and importance of policies and regulations, data gathering and analysis, and presenting results to a professional audience, as well as working collaboratively.*

The volunteer will:

- *work independently to analyze existing processes and reporting structure using DOT TRANServe reports;*
- *review data in the DOT TRANServe reports and analyze the value of the reports with the Regional Comptroller and Regional Transit Subsidy Coordinator;*
- *present findings based on the actual transit subsidy data;*
- *research the financial liabilities associated with the transit subsidy program and assist in preparing a prototype for financial projections; and,*
- *analyze best practices and develop written recommendations.*

The project results will set the accounting standard for future transit subsidy reporting and analysis, and will be useful in making financial projections.

Division: Office of Policy and Management

Office: Planning and Analysis Branch

Work Location: *Philadelphia, PA*

Monitor: *Angela Ithier*

Assignment Name: *Assistant Program Analyst – Planning & Analysis Branch (PAB)*

Desired Qualifications/Skills/Coursework/Preferred Major: *Business, Public Policy or Communications*

Preferred Class Status: *No Preference.*

Duration: *September-December 2016*

Time Commitment Anticipated: *20 hours/week*

Work Description:

The Student will work independently to gather and evaluate programmatic data, develop reports, prepare executive briefings and other materials for use by PAB management in support of the branch's mission accomplishment. Projects will include:

- **Lean Practices** - Since its inception in 1970, the EPA has had a long history of adapting its programs and processes to address the challenges of protecting human health and the environment. The Student will assist Region 3 in maximizing the application of Lean practices, and promote understanding of Lean practices and tools to improve performance.
- **Transition Planning** - The peaceful transition of power has long been a hallmark of American democracy. Preparing for a Presidential Transition starts long before Election Day and continues after the new President takes office. The Student will assist the Region 3 Transition Coordinator and team to ensure that the upcoming Presidential transition process is as seamless as possible.
- **Sustainability** - Here at the EPA, sustainability isn't part of our work – it's a guiding influence for all of our work. The Student will work with Planning and Analysis Branch as well as the Environmental Assessment and Innovation Division to incorporate sustainability into Region 3's daily work and reduce the environmental footprint of our workspace.

These opportunities will provide the student with real world experience in using and interpreting policies and regulations, as well as experience and feedback in writing and analyzing for a professional audience.