

EPA Region 8 Agriculture Advisor Intern Description

Position Title: Intern to Region 8 Agriculture Advisor

Background: Environmental science, with knowledge of agriculture and agriculture practices.

Position Description: Support the EPA Region 8 Agriculture Advisor

Specific duties may include, but are not limited, to the following:

1. Assist with the development, organization, and maintenance of a Region 8 Agriculture SharePoint site, including
 - o Document libraries, e.g.,
 - i. Briefing materials (Region 8, other EPA Regions, HQ)
 - ii. Outreach materials
 - o Library of tools relevant to the agriculture sector, e.g.,
 - i. Food Mapping Tool
 - ii. Watershed Mapping Tool
 - o Calendar with webinars of potential interest
 - o Articles (e.g., news articles, scientific literature) related to agriculture that may be of potential interest to Region 8 staff/managers
2. Assist with development of an internal Region 8 agriculture network
 - o Include Region 8 staff who work on wide range of agriculture issues/topics (e.g., Water, Air, Ecosystems Protection programs)
 - o Goals may include
 - i. Foster inter-programmatic sharing of perspectives and feedback on issues impacting agriculture in Region 8
 - ii. Promote consistent dissemination of information related to agriculture among R8 programs
 - iii. Help identify potential issues of concern within and among programs
3. Assist with organization and implementation of webinars on topics of interest to ag stakeholders.

Desired Skills:

- Information/data organization
- Microsoft applications such as Word, Excel, and PowerPoint
- SharePoint and/or Adobe Connect experience helpful but not required
- Ability to work independently
- Works well on a team
- Excellent written and verbal communication skills

Knowledge/Experience:

The ideal candidate should possess knowledge of pesticides and water pollution/watershed resource management, as well as air pollution and solid waste pollution/management. Strong communication skills are also important.

Timeline:

Intern will be on board for a minimum of 4 months, maximum of 6 months (there may be an opportunity to extend for up to an additional 6 months depending on circumstances, but this is not assured).

Desired hours per week: Flexible

(Preference will be given to qualified candidates available to work more hours per week).

Desired start date: Flexible

(Please Note: From the time of acceptance, there will be a period of 2 -4 weeks prior to first day of volunteering while paperwork is completed).

For More Information: Wendy O'Brien, Acting Agriculture Advisor, 303.312.6712 or obrien.wendy@epa.gov.

To Apply: By March 31, 2017, send cover letter (indicating position(s) of interest), resume and college transcript to R8EPAintern@epa.gov.

[For additional information on how to apply and about EPA Region 8](#)