

EPA Region 8 Energy Advisor Intern Description

Position Title: Intern to Energy Advisor

Background: Engineering or science – strong data handling skills

Position Description: Support the EPA Region 8 Energy Advisor

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

1. Oil and Gas (O&G) Emissions analysis
 - Compile and analyze data
 - Present in easily accessible format for our State partners to support their O&G emission inventory efforts
 - Prepare Reservation-specific data where possible that we can share with our R8 Tribal partners
2. Support creation of a sustainable Region 8 Energy slide deck – work has begun on this but needs more work.
 - Clearly document source data
 - Develop method for annual updating
 - Create Reservation-specific energy “picture” we can share with our R8 Tribal partners

Desired Skills:

- Excellent written and verbal communication
- Excel
- Access database
- PowerPoint
- Basic Word
- Basic Publisher
- Ability to work independently
- Works well on a team

Knowledge/Experience (optional, but a bonus):

I have already documented many sources of energy data and have defined the topics to cover. The next step is to update to current numbers, develop a method to import the data and create the charts, graphics that most clearly convey our Region 8 Energy story. So competence with internet searches, data handling, and producing charts and graphs needed. A “design eye” helps. Attention to detail a must for emissions data analysis work.

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: Cindy Beeler, 303-312-6204

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](#)