

**2017 Office of Resource Conservation & Recovery Summer Intern Program**  
**11 Positions Available**

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 a 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 (South Building)  
2777 Crystal Drive  
Arlington, VA 22202

**INTERNSHIP 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, 2017 – May 1, 2017
- For a complete listing of our internships visit: <https://epa.gov/internships/>

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-Send resumes and cover letter identifying the project of interest to [Goldring.susie@epa.gov](mailto:Goldring.susie@epa.gov)

## **1. 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.

### **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

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**Is travel or training involved?** No

**2. 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.

**Describe any other requirements such as travel or training: If you know there will be travel costs associated with conferences or training, please make sure to list details and costs here:** NA

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**Name of point of contact/supervisor/phone number:**

Jeremy Ames, 703-347-0358

**Location of assignment:**

Office of Resource Conservation and Recovery

Potomac Yard

2777 S. Crystal Drive

Arlington, VA 22202

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### **3. Project Description: Communications Intern**

**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.

**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 the Earth Day, America Recycles Day (Nov. 15) and regulatory rulemakings, 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 (Twitter, Facebook, blogs), 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 but not required.

**Describe any other requirements such as travel or training: If you know there will be travel costs associated with conferences or training, please make sure to list details and costs here:** NA

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**4. Project Description: ORCR Energetics Wastes Treatment & Disposal  
Assessment Team Program Internship**

**Name of point of contact/supervisor/phone number:**

Ken Shuster (703) 308-8759

**Location of assignment:**

Potomac Yards

**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.

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**5. Project Description: Assisting the Resource Conservation and Sustainability Division's Built Environment Team with developing and implementing a voluntary program that will advance sustainable materials management in the built environment.**

**Name of point of contact/supervisor/phone number:**

Nicole Villamizar (Supervisor) and Suzanne Boxman  
U.S. Environmental Protection Agency  
Office of Resource Conservation and Recovery  
Materials Management Branch, Mail Code 5306P  
1200 Pennsylvania Ave. N.W.  
Washington DC 20460  
Phone: 703-347-8952 (Nicole Villamizar); 703-347-8169 (Suzie Boxman)  
Email: [Villamizar.Nicole@epa.gov](mailto:Villamizar.Nicole@epa.gov), [Boxman.Suzanne@epa.gov](mailto:Boxman.Suzanne@epa.gov)

**Location of assignment:**

One Potomac Yard (Potomac Yard South)  
2777 S. Crystal Drive  
Arlington, VA

**Program Mission/Objective:** The Materials Management Branch (MMB) of EPA's Office of Resource Conservation and Recovery (ORCR), Resource Conservation and Sustainability Division (RCSD) is developing an exciting new voluntary program to advance the sustainable materials management of our nation's homes, buildings, roads, bridges, and other infrastructure by considering the entire life cycle of these structures from design through construction, operation, maintenance, and end-of-life management. To achieve this goal, the MMB is planning a Built Environment Forum, focusing on construction and demolition materials recovery, to bring together stakeholders throughout the built environment sector. The Forum will be used to identify areas in which stakeholders can best advance sustainable materials management. In conjunction with the Forum, the MMB is developing a web page and companion resources to better educate the public and stakeholders; and compiling a comprehensive assessment of the current state of sustainable materials management practices for the built environment in the U.S.

**Define project(s), objective(s), and tasks/assignments(s):**

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**Project(s):** The intern will be assigned to the ORCR, RCSD Built Environment Team as a member of a national EPA workgroup to help develop strategies to advance sustainable materials management in the built environment. The intern will assist with research related to the types of tools and policy mechanisms (e.g., taxes, landfill bans, codes and standards, award programs, and competitions) being used by federal, state, and local government agencies to manage materials in the built environment and development of written and web-based educational materials related to sustainable materials management in the built environment. These projects will aid EPA in the development of a voluntary program and support the ORCR program goals.

**Objective(s):** The objective is to assist EPA staff in ORCR and the Regions to help develop a voluntary program focused on sustainable materials management in the built environment and further ORCR program goals. The intern should develop an understanding of the design and construction of buildings, roadways, and other infrastructure, voluntary programs in the EPA, and an understanding of sustainable materials management.

**Task(s)/assignment(s):** Assignments could include tasks such as:

- Research and creation of clear, succinct, and thorough communication products, including web-based materials
- Independent research compiling information from governmental and non-governmental sources
- Analysis of collected information with spreadsheets and/or other methods
- Preparation of draft written materials, including reports, briefings, and presentations

**Identify prerequisite qualifications:**

- Oral/written communication skills.
- Team participation and outreach skills.
- Research experience, including web related researching skills
- Experience with Microsoft Office (Word, Excel, PowerPoint, Access)
- Experience/interest in the design and construction of buildings, roads, and other infrastructure, sustainable materials management, urban planning, government, and/or environmental issues.

**Other requirements such as travel or training:** No travel is anticipated



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**6. Project Description: Assessing and Documenting Fireworks and Explosives Open Burning/Open Detonation Monitoring Data and Contamination**

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.

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- 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.

**Is travel or training involved?** If yes, please provide specifics.

None (although there is a possibility for a local field trip).

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**7. Project Description: Sustainable Materials Management (SMM)**

**Name of point of contact/supervisor/phone number:**

Ron Vance and Tyler Rubright  
U.S. Environmental Protection Agency  
Office of Resource Conservation and Recovery  
Resource Conservation Branch, Mail Code 5306P  
1200 Pennsylvania Ave. N.W.  
Washington DC 20460  
Phone: 703-347-8951 (Ron Vance); 703-308-8666 (Tyler Rubright)  
Email: [Vance.Ronald@epa.gov](mailto:Vance.Ronald@epa.gov), [Rubright.Tyler@epa.gov](mailto:Rubright.Tyler@epa.gov)

**Location of assignment:**

Washington, DC (actual office, Potomac Yard, Arlington, Virginia)

**Describe program (mission/objectives):**

EPA's Office of Resource Conservation and Recovery (ORCR), Resource Conservation and Sustainability Division (RCSD), Resource Conservation Branch (RCB) monitors national municipal solid waste material flows. RCB is also responsible for the annual Characterization Report of all material in the US. In concordance with the Sustainable Materials Management (SMM) initiatives, RCB 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 RCB.

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

**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 RCB, 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 RCB
- Work with the measurement team within RCB to develop a consistent format for data management
- Organize and "clean" existing datasets
- Record procedures for reproducibility
- Prepare presentations for interpretability to RCB

**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

**Describe any other requirements such as travel or training: If you know there will be travel costs associated with conferences or training, please make sure to list details and costs here:**

No travel is anticipated.

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**8. Project Description: Sustainable Management of Food Intern**

**Name of point of contact/supervisor/phone number:**

Supervisor

Nicole Villamizar

U.S. Environmental Protection Agency

Office of Resource Conservation and Recovery

Materials Management Branch, Mail Code 5306P

1200 Pennsylvania Ave. N.W.

Washington DC 20460

Phone: 703-347-8952

Email: [Villamizar.Nicole@epa.gov](mailto:Villamizar.Nicole@epa.gov)

Point of Contact

Ellen Meyer

U.S. Environmental Protection Agency

Office of Resource Conservation and Recovery

Materials Management Branch, Mail Code 5306P

1200 Pennsylvania Ave. N.W.

Washington DC 20460

Phone: (703) 347-0239

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Email: meyer.ellen@epa.gov

**Location of assignment:**

Potomac Yard One

2777 S. Crystal Drive

Arlington, VA 22202

**Describe program (mission/objectives):**

The Materials Management Branch of EPA's Office of Resource Conservation and Recovery (ORCR) is responsible for implementing sustainable materials management (SMM) in strategic areas selected for having the greatest potential for reductions in environmental impacts across the life cycle. As such, the branch develops and implements efforts to advance sustainable management of food practices throughout the United States in order to prevent and divert wasted food from landfills. Implementing the Food Recovery Challenge (FRC) is the main vehicle the branch uses to meet our goals. 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 assist the Resource Conservation and Sustainability Division's Sustainable Management of Food Team, Branch Chief and Food Recovery Challenge (FRC) lead, with various aspects of FRC communication and outreach efforts, as well as research and analysis of key areas of Sustainable Management of Food, such as an enhanced national donation infrastructure.
- The intern will be assigned to the ORCR/RCSD/MMB Sustainable Management of Food 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 Management of Food 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. The intern will work with EPA staff in the Materials Management Branch, Resource Conservation and Sustainability Division, and other headquarters program offices on the activities and projects detailed above.

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**Task(s)/assignment(s):**

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

- Create clear, succinct and thorough communications products, such as communications to FRC participants and endorsers
- Research, analyze and write about key areas of the Sustainable Management of Food Action Plan
- Develop outreach materials to assist regional offices in recruiting new FRC participants and endorsers
- Create collateral materials and EPA presentations about Sustainable Management of Food
- Explore gaps in food-related measurement and data

**Identify prerequisite qualifications:**

- Strong oral/written communication skills
- Experience with team-based work projects and outreach
- Experience/interest in sustainable management of food, government, and environmental issues
- Intermediate skills in Microsoft Office and graphic design
- Strong research skills, including web researching skills

**Describe any other requirements such as travel or training: If you know there will be travel costs associated with conferences or training, please make sure to list details and costs here:**

No travel is anticipated.

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**9. Project Description: OLEM/ORCR Summer Intern – Hazardous Waste Identification of Gases in Containers**

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) identifies and characterizes hazardous waste. The Waste Characterization Branch includes chemists, chemical engineers, environmental scientists and additional environmental specialists who identify and characterize hazardous waste which may present a threat to human health and the environment from existing management practices and plausible mismanagement scenarios.

A solid waste is a hazardous waste if it is specifically listed as a known hazardous waste or meets the characteristics of a hazardous waste. Listed wastes are wastes from common manufacturing and industrial processes, specific industries and can be generated from discarded commercial products. Characteristic wastes are wastes that exhibit any one or more of the following characteristic properties: ignitability, corrosivity, reactivity or toxicity.

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

The intern will research properties of potential chemicals of interest, with an emphasis on chemicals which are both gases in containers and also not already regulated as characteristically hazardous waste. The agency is aware of existing cases of chlorine gas container mismanagement, resulting in injury and death. The research performed by the intern will include chlorine gas, chemical warfare agents and precursors to chemical warfare agents. The results of the intern's research may be considered by the agency in a future rulemaking.

Specifically, the intern will develop a chemical profile of potentially hazardous chemicals of interest by researching:

- \* Toxicity data
- \* Physical and chemical properties
- \* Unique chemical hazards
- \* Common usage in industry



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- \* Waste management and disposal in industry (i.e., storage, transport and known disposal practices)
- \* Recycling and reuse practices
- \* Existing regulations and guidance
- \* Damage cases due to mismanagement

The intern will have the opportunity to present on their findings to the Office of Resource Conservation and Recovery.

Identify prerequisite qualifications:

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

- \* A background in chemistry or chemical engineering;
- \* Strong analytical and research skills;
- \* Good communication skills, and experience working with teams;
- \* Good writing skills, and experience preparing and/or reviewing short informational documents;
- \* Proficient in Microsoft Office applications, such as Word, Excel, and PowerPoint; and
- \* At minimum of two years of course work in chemistry, chemical engineering or related fields.

Describe any other requirements such as travel or training: If you know there will be travel costs associated with conferences or training, please make sure to list details and costs here:

No additional requirements.

Point of contact: Dan Fagnant, (p) 703-308-0319, email [fagnant.daniel@epa.gov](mailto:fagnant.daniel@epa.gov)

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**10. Project Description: OLEM/ORCR Summer Intern – Assisting with  
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, scientist, and an environmental engineers. The team develops regulations, guidance documents, test methods, or 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 and new methodologies to SW-846 or revise existing SW-846 methods. These methods will be included in Update VI to the 3<sup>rd</sup> 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

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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 Head Quarters (HQ) and chemists throughout the Regions 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 method(s); and tour EPA Region 3's 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, PowerPoint, and Access; and
- Interest/course work in chemistry, environmental policy, environmental science, environmental engineering, statistics, and/or cost/benefit analyses.

**Describe any other requirements such as travel or training: If you know there will be travel costs associated with conferences or training, please make sure to list details and costs here:**

No additional requirements.

**Day-to-Day Activities:**

Assists the RCRA Methods Team members and participates with other staff in order to develop knowledge and skills of limited scope and difficulty in the area of policy and guidance

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development as related to the identification, characterization, and better management and re-use of wastes and materials;

1. Assists the RCRA Workgroups in developing new and refining existing analytical methods, sampling and waste handling protocols, and Quality Assurance/Quality Control (QA/QC) procedures to guide waste generators, waste management facilities, and laboratory personnel in meeting the RCRA testing requirements;
2. Reviews technical and scientific literature and applicable data bases and abstracts information to be used by ORCR staff;
3. Under close supervision, performs clear-cut assignments that allow the incumbent to become familiar with basic EPA statutes and regulations and the development and approval process of test methods for the measurements and monitoring of analytes of concern for the RCRA program;
4. Participates in the National RCRA Workgroup Meetings and receives on-the-job training on Agency collaboration effort for waste testing guidance development;
5. Performs other duties as assigned.

**Factor 1 – Knowledge Required by the Position:**

Ability to comprehend EPA's mission, statutes, regulations, organizational structure, and policies and to learn and understand the concepts and methods of environmental protection principles in order to assist senior staff in specific projects.

Knowledge of the principles of analytical chemistry, sampling, and quality assurance, experience in evaluating chemical data and preparing data summary report.

Ability to apply analytical and evaluative techniques to the identification, consideration, and resolution of issues or problems of a procedural or factual nature.

Ability to write concisely and efficiently in order to assist in the preparation of workgroup meeting materials, reports and other written materials.

Ability to exercise judgment in dealing with work situations and to maintain confidentiality of sensitive information.

Ability to communicate effectively with a wide audience of contacts in order to exchange information and to facilitate completion of assignment within critical time constraints.

Point of contact: Christie Langlois-Miller, (p) 703-308-0744,

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email [Langlois-Miller.Christina@epa.gov](mailto:Langlois-Miller.Christina@epa.gov)

**11. Project Description: ORCR Tribal Program Internship. 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.

**2017 Office of Resource Conservation & Recovery Summer Intern Program**  
**11 Positions Available**