

**Volunteer/Unpaid, DENVER, CO – EPA Region 8, Indoor Air Quality Intern (CLOSING DATE:  
04/17/2020)**

**Background:**

There are no federal regulations protecting indoor air quality (IAQ), but common indoor pollutants and allergens such as radon and mold can cause serious health problems. EPA offers information and resources to help Americans ensure their indoor environments are healthy.

**Job Description:**

The Intern will help the Air & Radiation Division primarily to achieve indoor air and radon programmatic goals, focusing on efforts to engage and educate new and former Region 8 stakeholders on how to protect their households from common indoor air pollutants and allergens. He or she will help to coordinate IAQ work across federal, state and local government levels. If interested, the Specialist can also assist with 1) Regional Resiliency Team efforts to make Region 8 communities more resilient to disasters and climate change; and/or 2) Regional planning and activities to advance EPA's ENERGY STAR program and goals.

The Intern will be invited to spend 10-20% of his or her time on professional development. The Intern's supervisor will ensure access to training opportunities such as Toastmasters meetings and informational interviews with other EPA staff. The internship will culminate with a presentation of the intern's work and insights to interested EPA employees.

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

- Lead development of a regional plan to advance national IAQ goals;
- Create a quarterly IAQ newsletter;
- Develop an IAQ listserv of Region 8 stakeholders;
- Participate in national and regional workgroup calls to develop expertise in IAQ and radon;
- Other as Needed.

*Desired Skills:*

- Excellent written and verbal communication;
- Basic Excel, Word and Publisher skills;
- Social media savvy;
- Ability to work both independently and on a team.

*Knowledge/Experience (optional, but a bonus):*

- Basic awareness of major environmental policies, laws, and issues.

**Timeline:**

Intern will be on board for a minimum of 2 months, maximum of 4 months (there may be an opportunity to extend for a maximum of 6 months, but this is not certain).

**Desired hours per week:** 10 – 20 hours (preference will be given to qualified candidates available to work more hours per week).

**Desired start date:** June 1<sup>st</sup> (may be negotiated)

(Note: From the time of acceptance, there will be a 2-4-week period prior to first day of work while paperwork and security clearance are completed.)

**How to Apply:** Email your transcripts, resume, cover sheet to Amanda Hong at [Hong.Amanda@epa.gov](mailto:Hong.Amanda@epa.gov) by Friday, April 17, 2020.

**For More Information:** contact Amanda Hong or Kerri Fiedler in the Air & Radiation Division, U.S. EPA Region 8; [hong.amanda@epa.gov](mailto:hong.amanda@epa.gov) or [fiedler.kerri@epa.gov](mailto:fiedler.kerri@epa.gov).

**Human Resources Contact:** Elaine Robles, (303) 312-6194 or [robles.elaine@epa.gov](mailto:robles.elaine@epa.gov)