

Montgomery County Parks Department
9500 Brunett Avenue Silver Spring, MD 20901
Phone (301) 495-2504

VOLUNTEER JOB DESCRIPTION

JOB TITLE: Engineering Technician Intern
LOCATION: Park Development Division, Environmental Engineering Section
Parkside Headquarters
Various field sites as required

TIME: Weekdays, business hours
Schedule worked out with supervisor

JOB DESCRIPTION:

The Environmental Engineering Section staff periodically conducts inspections of non-stormwater management (SWM) ponds, completed stream restorations, and non-structural SWM facilities using staff and volunteer efforts to document these facilities, update inventories, and identify rehabilitation measures required for their continued functions. Staff coordinates with Federal, State and local agencies on intra-agency watershed restoration efforts affecting County parkland, as well as the retrofit and maintenance of stormwater facilities on parkland.

The Environmental Engineering Section also utilizes GIS capability to create, store, retrieve and analyze data on related environmental enhancement projects and facilities throughout Montgomery County Parks. GIS mapping efforts facilitate maintenance, management and public safety efforts performed by staff in various Divisions in Montgomery County Parks.

Volunteers will usually work directly with Environmental Engineering Section staff member, but may be asked to complete some assignments independently or with other Divisions or other interns. Project assignments are dependent on the current needs of the Section and the education, experience, and interests of the candidate. In addition to general office work, possible projects include locating and identifying facilities in the field; inspecting, photographing, and documenting various facilities; and identifying deficiencies in the field.

DUTIES AND RESPONSIBILITIES:

1. Collect and record data in the field, either under direct supervision or independently.
2. Tabulate, graph, and analyze data.
3. Draft figures, tables, and/or narrative sections of reports.

QUALIFICATIONS:

1. Background/interest in some aspect of ecology, environmental engineering, or natural resource management.
2. Ability to follow directions, pay attention to details, and work within deadlines.

REQUIREMENTS:

1. Minimum age: 16 years
2. Demonstrate the ability to perform tasks necessary for project completion.
3. Demonstrate the ability to work independently, as well as to work cooperatively with other volunteers and staff personnel.
4. Be willing to commit to a pre-arranged schedule.
5. Be able to work under somewhat arduous field conditions (walk significant distances, carry equipment, work in fast-flowing water).
6. If over 18, may be authorized to drive a Commission vehicle upon successful completion of Defensive Driving training.

TRAINING:

Orientation to the Department of Parks and the Park Development Division will be provided by staff. Specific project requirements will be discussed with supervisory staff members. Field equipment and techniques will be demonstrated by the project supervisor.

COMMENTS:

Volunteers working within this program allow PDD to accomplish tasks that would otherwise not be accomplished or accomplished in less detail. While providing the Department of Parks with additional resources, volunteers gain practical experience working with professional engineers and resource managers.