Lake Champlain Basin Program - NEIWPCC
Education and Outreach Intern

**Hours:** Up to 40 hours per week; not to exceed 1000 hours in 12 months
**Duration:** Mid-May - September, 2015

**Location of Job:** Lake Champlain Basin Program offices, 54 West Shore Rd., Grand Isle, VT
Additional time may be spent covering events off-site in Vermont or New York or staffing the Lake Champlain Basin Program Resource Room at ECHO at the Leahy Center for Lake Champlain on the Burlington waterfront. Candidate must have their own means of transportation.

**Compensation and Benefits:** The intern will be paid hourly at a rate to be determined based on the experience of the chosen candidate. Benefits are not provided with the exception of social security, unemployment, workers compensation insurance, and the elective deferral portion of the 403(b) plan.

**Job Description:** The Lake Champlain Basin Program (LCBP) is looking for a creative intern with solid communication skills to work with the LCBP’s Education and Outreach Coordinator on a variety of projects.

Tasks include:
- Staffing LCBP outreach events, including some weekend or night events.
- Providing occasional coverage in the LCBP Resource Room within ECHO Lake Aquarium and Science Center at the Leahy Center – training provided
- Drafting exhibit/bulletin board updates for the Resource Room
- Assisting LCBP staff with meeting, workshop, and print material preparation, and other tasks as needed.

**Skills/Interests Needed:**
- Coursework or passionate interest in Lake Champlain and/or related watershed issues covered in the 2012 State of the Lake report (available via lcbp.org)
- Strong writing and editing skills and attention to detail.
- Ability to work independently.
- Strong computer skills and experience with the following applications:
  - Microsoft Office, mainly Word and Excel
  - Familiarity with Adobe Creative Suite helpful
- Ability to interact positively with the public at informal outreach events and in the Resource Room.
- Photography skills, flexibility in working with different staff members on various assignments, and a willingness to learn more about Lake Champlain and watershed science are a plus.
- Junior/senior undergraduate standing or equivalent experience recommended

**How to Apply**
Send resume and cover letter in .pdf or Microsoft Word format to NEIWPCC by Friday, March 20, 2015 to: jobs@neiwpcc.org. Please reference position number 15-LCBP-001 in the subject line.
For more information about the Lake Champlain Basin Program, visit www.lcbp.org. For more information about New England Interstate Water Pollution Control Commission, visit www.neiwpcc.org.