

**TITLE:** Seasonal Invasive Species Intern

**EMPLOYER:** NEIWPCCE, Wannalancit Mills, 650 Suffolk Street, Suite 410, Lowell, MA 01854

**LOCATION:** Rhode Island Department of Environmental Management, 235 Promenade Street, Providence, RI

**BACKGROUND INFORMATION:** NEIWPCCE is a regional commission that helps the states of the Northeast preserve and advance water quality. We engage and convene water quality professionals and other interested parties from New England and New York to collaborate on water, wastewater, and environmental science challenges across the regions, ecosystems, and areas of expertise. NEIWPCCE is committed to fostering, cultivating, and preserving a culture of diversity, equity, and inclusion.

This NEIWPCCE Seasonal Invasive Species Intern will partner with the Rhode Island Department of Environmental Management's Office of Water Resources (RIDEM-OWR) to support their mission that rivers, lakes, and coastal waters will support healthy communities of fish, plants, and other aquatic life, and will support uses such as fishing, swimming, and drinking water quality.

**DUTIES AND RESPONSIBILITIES:** In collaboration with RI DEM-OWR, the incumbent will be responsible for assisting in the implementation of the project, *Community-Based Habitat Restoration: Water Chestnut Management in Blackstone & Ten Mile Watersheds*. The project seeks to empower local communities to implement invasive species management plans through technical assistance and training, chemical treatment, and volunteer hand-pulling events.

Duties will be performed in office and outdoor field settings, with need for local and regional travel to participate in related meetings and events, in a variety of outdoor conditions.

- Coordinate 2-3 invasive water chestnut pulling events at 4-8 sites in the Blackstone and Ten Mile River watersheds from RIDEM's Providence office.
- Act as liaison between state and municipal partners, interact with municipalities and/or watershed councils and local associations, and assist with permitting requirements.
- Recruit, train, and direct volunteers.  
Lead virtual trainings, produce informational materials, and develop social media posts.
- Track and summarize volunteer hours and mileage, organize liability waiver paperwork, and purchase, inventory, and distribute of materials and supplies.
- Prepare a final report.
- Provide content for NEIWPCCE publications, examples include Interstate Waters Magazine, Streamlined, Annual Reports, State Summaries, as well as the NEIWPCCE website and social media.
- Maintain a Quality Assurance Project Plan (QAPP) and SOPs for projects. Work with NEIWPCCE's Quality Assurance Program Manager to review Quality Assurance Project Plans as needed, with the opportunity to become a QA Designee if appropriate.
- Other duties as assigned.

**SUPERVISORY CONTROLS:** Incumbent operates with substantial independence of action and delegation of professional decisions within his or her area of activity. Job performance is evaluated by the NEIWPCCE Project Manager in consultation with the Principal Environmental Scientist of the DEM Office of Water Resources (OWR).

**REQUIREMENTS:**

- A valid driver's license and access to own transportation required.
- Candidates must be comfortable working outdoors, able to swim, and physically capable of lifting up to 50 lbs.
- This is an in-person position, requiring the intern to report to the office or assigned work location for all scheduled hours. This position is not eligible for telework.
- Proof of COVID-19 Vaccination required.

**PREFERRED QUALIFICATIONS:** A high school diploma and 1-2 years of college education in biology, environmental science, chemistry, or related natural science is preferred.

**Special Knowledge and Skills**

- Experience coordinating volunteers and working with diverse communities.
- Excellent leadership, communication, coordination, and organizational skills.
- Experience with canoeing, kayaking, or light watercraft is desirable.
- Some understanding of Spanish preferable.

**Personal Characteristics**

- Naturally prone to action with a focus toward continuous improvement and is committed to contributing to the overall success of NEIWPC.
- Ability to build collaborative relationships across NEIWPC and our partners.
- Approachable and diplomatic in all interactions.
- Able to manage change and articulate the "value case" for it.
- A team player who is inclusive and willing to help others.
- Dependable and capable of fostering trust.
- Accepts responsibility and is accountable for results.
- Ability to write concisely to express thoughts clearly and to develop ideas in logical sequence.
- Ability to exercise discretion in handling confidential information.
- Excellent organizational skills and the ability to prioritize key deliverables.

**SALARY:** Paid hourly, rate dependent upon level of experience and qualifications.

**BENEFITS:** Benefits are not provided, except for social security, workers compensation, unemployment insurance, and the elective deferral (employee contribution) portion of the 403(b)-retirement plan.

**ADDITIONAL INFORMATION:** Position will not exceed 500 hours; incumbent will be expected to work 35 hours per week, with some flexibility. Position anticipated to begin late May to early June and to extend into August. Occasional weekend and evening work is anticipated to oversee events in June and July. This position requires the incumbent to work according to a schedule arranged with their supervisor.