

TITLE: Emerging Water Professional Internship Program - Intern

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

POSITION LOCATION: Nashua Wastewater Department, 2 Sawmill Road, Nashua, NH 03060

BACKGROUND INFORMATION: NEIWPCO 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.

The Nashua Wastewater Treatment Department is dedicated to collecting and treating wastewater that flows into the facility from Nashua and Hudson and delivering a clean, clear effluent into the Merrimack River. The facility processes an average flow of 16 million gallons per day with a peak design flow of 110 million gallons per day. The Department is under the umbrella of the Nashua Division of Public Works.

The need for wastewater operators in New Hampshire is expected to grow as many operators are planning for retirement. In response to the increasing number of job openings, NEIWPCO, in partnership with the New Hampshire Department of Environmental Services and the Nashua Wastewater Department, has created the Emerging Water Professional Internship Program (EWPIP). EWPIP is designed to inspire and prepare the next generation of wastewater professionals to keep our communities and water clean and healthy by providing a direct pipeline to employment in the industry.

JOB SUMMARY: Interns will work at the Nashua Wastewater Treatment Facility (WWTF) gaining wastewater treatment process knowledge, insight on occupational opportunities, and expand understanding of water concepts related to public health and the environment. Interns will be given the resources to confidently take the New Hampshire's Grade 1 Operator License exam.

DUTIES AND RESPONSIBILITIES:

Interns will assist the Nashua WWTF staff in plant operations, including aiding in maintenance, completing routine checklists, collecting water samples, and shadowing plant technicians. Interns will cycle through departments ensuring a comprehensive work-based learning experience. A typical week will consist of approximately 20 hours of work with a five-hour day studying and preparing for the New Hampshire Grade 1 Operator License exam, mostly at the Nashua WWTF. As part of this training program, Interns will have the opportunity to visit other WWTFs in the region to gain insight on varying treatment processes.

SUPERVISORY CONTROLS:

Incumbent operates under the general supervision of the Nashua WWTF supervisory staff, who provide instruction on new work, guidance and review of completed work to assure accuracy and adherence to established policy and requirements. Independently performs tasks in an efficient and effective manner, using good judgment. The Environmental Analyst for NEIWPCO's Wastewater and Onsite Systems Division will assign tasks and duties as needed.

PREFERRED QUALIFICATIONS:

This section outlines expected education and experience levels associated with this position.

General: Applicants will be well-organized, be capable of following oral and written instructions, be effective communicators, and possess basic computer knowledge with the ability to learn more complex systems. Additional attributes include a keen attention to detail and the ability to work independently and with limited direction. Willingness to learn applicable state, local and Federal regulations, procedures, and statutes as related to operator duties.

Education:

A high school diploma or GED equivalent.

Experience:

Applicants with one year of work experience in any capacity is preferred.

Personal Characteristics:

- Naturally prone to action with a focus toward continuous improvement and is committed to contributing to the overall success of NEIWPCC.
- Ability to build collaborative relationships across NEIWPCC and our partners.
- Approachable and diplomatic in all interactions.
- 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 exercise discretion in handling confidential information.
- Committed to personal safety and the safety of others.

Environmental Factors: Duties will be performed largely at the Nashua WWTF with possibility for travel, which a valid driver's license and private means of transportation must be available. Adhere to safety protocols including utilizing proper personal protective equipment.

REQUIREMENTS:

- A valid driver's license and access to own transportation required.
- Ability to lift and carry up to 50lbs, ability to climb stairs and the ability to navigate natural terrain required.
- This is an in-person position, requiring the intern to report to the assigned work location for all scheduled hours. This position is not eligible for telework.
- Must be 18 years of age or older.

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 1,000 hours; incumbent will be expected to work 30 hours per week, with some flexibility. Position anticipated to begin early June and to extend through August. The opportunity may exist for the internship to extend beyond September at reduced hours (10-15 hours per week) for the ideal candidate. This position requires the incumbent to work according to a schedule arranged with their supervisor.