



Wastewater Engineering Intern

Division: Division of Environmental Quality (DEQ)

Office: Office of Water Quality

Location: North Little Rock, AR

Dates: May 30–August 11, 2023 (11 weeks)

Number of hours/week: 40

Hourly pay: \$13.74 (GS02)

Posting End Date: March 31, 2023

Summary:

The Engineer Intern is responsible for assisting in engineering studies and special projects and performing related administrative duties.

Functions:

Performs data validation. Maps land application fields in Google Earth. Assists permittees with ePortal registrations. Prepares various reports. Updates coordinates in DEQ systems using Google Earth pins. Proofreads documents. Assists staff engineers with site visits as needed. Performs other duties as assigned.

Knowledge, skills, and abilities:

- A student currently pursuing a college degree from an ABET-accredited university in chemical, civil, or biological engineering is preferred.
- Familiarity with the principles and practices of engineering relating to the work performed (stormwater and wastewater treatment)
- Basic computer programming skills
- Knowledge of Google Earth
- Knowledge of Microsoft Office products.
 - Ability to create and maintain an Access database
 - Ability to create and maintain Excel spreadsheets
 - Ability to create documents in Microsoft Word

Travel:

- Ability to attend outdoor site visits as required.
- Some in-state travel may be required, but no overnight travel is expected.



Asbestos Control Intern

Division: Division of Environmental Quality (DEQ)

Office: Office of Air Quality

Location: North Little Rock, AR

Dates: May 30–August 11, 2023 (11 weeks)

Number of hours/week: 40

Hourly pay: \$13.74 (GS02)

Posting End Date: March 31, 2023

Summary:

The student intern will assist the Office of Air Quality staff with conducting the enforcement of Pollution Control and Ecology Commission Regulation 21, the Asbestos Abatement Regulation.

Functions:

Reviews and processes asbestos licenses and certifications documentation. Answers phone calls and processes mail from regulated entities and others. Scans and mails processed licenses and certificates. Electronically invoices regulatory fees. Files processed certification, license applications, and notices of intent forms. Tracks and reports monthly asbestos activities. Accompanies and observes asbestos inspections and compliance investigations in the field. Performs other duties as assigned.

Knowledge, skills, and abilities:

- A student pursuing a degree in environmental, life, or earth sciences is preferred.
- Ability to enter data into PC accurately
- Experience working with databases
- Experience with Microsoft Office and/or Word
- Ability to work effectively and efficiently handling multiple tasks simultaneously
- Ability to facilitate a teamwork philosophy with a positive attitude

Travel:

- Occasional in-state travel required with Asbestos Inspectors to renovation and demolition sites
- Required protective gear is provided.
- Work shoes and clothes should be readily available.
- Prior notice of travel will usually be provided.



Landfill PCTF Eligibility Assessment Intern

Division: Division of Environmental Quality (DEQ)

Office: Office of Land Resources

Location: North Little Rock, AR

Dates: May 30–August 11, 2023 (11 weeks)

Number of hours/week: 40

Hourly pay: \$13.74 (GS02)

Posting End Date: March 31, 2023

Summary:

The Landfill PCTF Eligibility Assessment Intern will evaluate the eligibility of “closed” landfills in Arkansas on the Post Closure Trust Fund (PCTF) Categorization and Prioritization list.

Functions:

Researches the history of “closed” landfills. Determines and documents site closure status. Inspects sites for current conditions. Contacts owners to determine financial investment into post-closure corrective actions. Drafts memorandums compiling the findings and determining eligibility. Performs other duties as assigned.

Knowledge, skills, and abilities:

- A student pursuing a degree in environmental science or earth science is preferred.
- Experience in archival research
- Organized multi-tasker
- Proficient in Microsoft Word, Excel, and Outlook
- Possesses a valid driver’s license
- Strong public communication skills
- Experience in performing fieldwork or site investigations and creating field and photo logs
- Experience with environmental law preferred

Travel:

- Up to 30% fieldwork
- In-state travel is required, including possible overnight stays.
- Required protective gear is provided.



Planning and Administration Intern

Division: Division of Environmental Quality (DEQ)

Office: Office of Land Resources

Location: North Little Rock, AR

Dates: May 30–August 11, 2023 (11 weeks)

Number of hours/week: 40

Hourly pay: \$13.74 (GS02)

Posting End Date: March 31, 2023

Summary:

The student intern assists OLR staff to maintain a high level of management and oversight of Arkansas's solid waste management which leads to a reduction of solid waste in streams and longer life for landfills in Arkansas.

Functions:

Organizes and updates electronic Solid Waste Financial Assurance files. Develops a depository for Regional Solid Waste Management District's (RSWMDs) reports. Creates a calendar for the RSWMDs to track deliverables. Researches data collection for recycling and source reduction in other states. Updates the Statewide Solid Waste Management Plan and compares it to the EPA's Solid Waste Management Plan. Corrects known errors and inputs missing documents into the Solid Waste Database using online systems and information. Performs other duties as assigned.

Knowledge, skills, and abilities:

- College student seeking a bachelor's or Associate's degree in Business Management, Biology, Environmental Science, or a related field
- Experience with the Microsoft Office Suite
- Good time management and organizational skills
- Excellent typing skills
- Strong analytical and problem-solving skills
- Ability to communicate effectively verbally and in writing

Travel:

No travel is required.



Assessment and Remediation Intern

Division: Division of Environmental Quality (DEQ)

Office: Office of Land Resources

Location: North Little Rock, AR

Dates: May 30–August 11, 2023 (11 weeks)

Number of hours/week: 32

Hourly pay: \$13.74 (GS02)

Posting End Date: March 31, 2023

Summary:

The student intern will assist the Assessment and Remediation section staff in studies as required under the Comprehensive Environmental Response, Compensation, & Liability Act (CERCLA) and Superfund Amendments & Reauthorization Act (SARA), and Resource Conservation & Recovery Act (RCRA) Subtitle C and Subtitle D in matters dealing with potential groundwater contamination, investigation, and remediation.

Functions:

Provides technical support for the review and analysis of documents submitted for investigations. Creates and maintains PFAS/PFOA fact information documents and contact lists for distribution. Reviews documents and coordinates with the legal team to contribute to the institutional controls database. Compiles scientific data and preparation of reports/maps/charts/displays. Accompanies DEQ staff on inspections to collect data and observe field activities.

Knowledge, skills, and abilities:

- A student that holds or is pursuing a degree in geology is preferred.
- Experience with GIS or another mapping software and excel or another database software
- Ability to read legal land descriptions, either Township/ Range and azimuth readings or by parcel/subdivision means
- Experience reading regulations or other legal texts are preferred.

Travel:

- In-state travel is required.
- Required protective gear is provided and must be worn to evaluate hazards.
- Intern must provide his or her own steel-toed boots.



Landslide Identification Intern

Division: Division of Energy and Mineral Resources (DEMR)

Office: Geological Survey

Location: North Little Rock, AR

Dates: June 1–August 10, 2023 (11 weeks)

Number of hours/week: 19

Hourly pay: \$13.74 (GS02)

Posting End Date: March 31, 2023

Summary:

The student intern will assist the Geological Survey with the development and identification of landslides with an established database of unstable slopes and other geomorphic features across Arkansas as part of a Federal Emergency Management Agency grant.

Function:

Performs data entry into a geological database. Assists with using 1-meter LIDAR slope model derivative maps, ArcGlobe, aerial imagery, geological maps, and topographic maps to delineate and digitize identified areas.. Performs other duties as assigned.

Knowledge, skills, and abilities:

- A student seeking a degree in geology is strongly preferred.
- Experience with ArcGIS
- Knowledge of geomorphologic concepts and remote imagery analysis

Travel:

- Frequent in-state travel to Newton, Madison, and Washington counties with possible overnight stays.



Low Income Home Energy Assistance Program Intern

Division: Division of Energy and Mineral Resources (DEMR)

Office: Arkansas Energy Office

Location: North Little Rock, AR

Dates: May 30 – August 11, 2023 (11 weeks)

Number of hours/week: 40

Hourly pay: \$13.74 (GS02)

Posting End Date: March 31, 2023

Summary:

The LIHEAP intern is responsible for obtaining and applying specific program knowledge to assist AEO staff in administering federally funded assistance. LIHEAP provides support to reduce costs associated with home energy bills, energy crises, weatherization, and minor energy-related home repairs for Arkansas residents and is managed through a partnership with 15 community action agencies.

Functions:

Provides technical assistance to sub-grantees. Assists with sub-grantee progress reports and budgets. Conducts grant-related workshops and meetings. Develops, implements, and analyzes grant program goals and objectives. Plans and conducts grant training presentations. Answers phone calls, emails, and mail to resolve client issues. Prepares and updates grant guidance manual. Performs other duties as assigned.

Knowledge, skills, and abilities:

- Upper-level undergraduate student, recent graduate, or graduate student is preferred.
- Ability to work with various professionals
- Excellent verbal and written communication skills
- Proficiency in Microsoft Office
- Ability to multitask
- Ability to record and draft meeting minutes
- Ability to research at supervisor's request

Travel:

- In-state travel and overnight stay are possible for monitoring visits.



Weatherization Assistance Program Intern

Division: Division of Energy and Mineral Resources (DEMR)

Office: Arkansas Energy Office

Location: North Little Rock, AR

Dates: May 30–August 11, 2023 (11 weeks)

Number of hours/week: 40

Hourly pay: \$13.74 (GS02)

Posting End Date: March 31, 2023

Summary:

The Weatherization Assistance Program student intern is responsible for assisting AEO staff in administrating grant funds to non-profit agencies to provide specific home energy efficiency measures for low-income families.

Functions:

Reads and understands WAP regulations, policies, and statutes. Reviews internal control policies and applies them in day-to-day operations. Reviews agency communication policies and applies marketing and social media principles to write compelling original copy. Collaborates with communication and IT professionals to redesign the AR WAP webpage. Responds to basic questions about WAP. Prepares and updates inventory records. Applies property management and document retention concepts. Shadows WAP staff in internal meetings and external meetings with program contractor and stakeholders. Reviews policy memos and update regulations accordingly in the operations manual. Maintains confidentiality of records. Performs other duties as assigned.

Knowledge, skills, and abilities:

- Excellent oral and written communication skills
- Passion for environmental conservation and social justice issues
- Proficiency in Microsoft Office, Excel, Word, Teams, and DevOps
- Critical thinking skills
- A desire to learn and take initiative with problem-solving
- Positive attitude

Travel:

- Frequent travel to an offsite storage facility located in the city limits is required.
- Occasional in-state travel and overnight stay are possible for monitoring visits.



Low-Income Household Water Assistance Program Intern

Division: Division of Energy and Mineral Resources (DEMR)

Office: Arkansas Energy Office (AEO)

Location: North Little Rock, AR

Dates: May 30–August 11, 2023 (11 weeks)

Number of hours/week: 40

Hourly pay: \$13.74 (GS02)

Posting End Date: March 31, 2023

Summary:

The Low Income Household Water Assistance Program (LIHWAP) intern is responsible for obtaining and applying program-specific knowledge to assist AEO staff in administering grant funds to assist low-income households with water and wastewater bills. The LIHWAP program is managed through a partnership with 15 community action agencies.

Functions:

Reads and understands LIHWAP policy and statutes. Reviews applications to determine compliance. Documents review findings. Succinctly reports review findings to the supervisor. Shadows LIHWAP staff in meetings with program contractors and stakeholders. Maintains confidentiality of records. Performs other duties as assigned.

Knowledge, skills, and abilities:

- Excellent oral and written communication skills
- Proficiency in Microsoft Office, especially Excel, and Word
- Critical thinking skills
- Ability to prioritize multiple tasks
- Time management skills
- Desire to learn and take initiative with problem-solving
- Positive attitude

Travel:

- No travel is required.



TSS Public Service Intern

Division: E&E Shared Services
Office: Office of Operations
Location: North Little Rock, AR

Dates: June 5–July 28, 2023 (8 weeks)
Number of hours/week: 40
Hourly pay: \$13.00 (GS02)
Posting End Date: March 31, 2023

Must apply online through the MyARInternship website. Paper applications will not be accepted.

Summary:

The Public Service Internship is designed specifically for undergraduate and graduate-level students to gain a better understanding in a professional work environment in the public sector. This internship provides students the opportunity to apply concepts learned in the classroom to a real-world work setting and to acquire applicable knowledge and experience. The Public Service Internship provides a valuable service to the State and the citizens it serves through assistance with critical projects throughout state government.

Functions:

Reports to E&E by assignment of TSS program coordinators. Participate in all E&E intern program activities. Assists E&E operations staff with projects specific and business needs through a public administration role. Attends all TSS scheduled programs and site visits. Creates professional presentations. Performs other duties as assigned.

Knowledge, skills, and abilities:

- Applicants must be U.S. citizens, 18 years of age on or before the first day of the internship.
- Have completed one year of higher education and currently enrolled in an undergraduate or graduate degree program
(OR) graduated from an undergraduate or graduate program no more than two (2) years prior
(OR) veteran with a high school diploma and/or equivalent and served on active duty in the preceding two (2) years

Travel:

- Regular travel between North Little Rock and downtown Little Rock