

Interns Needed – Summer 2023

The Chittenden County Regional Planning Commission (CCRPC) seeks to hire 5 interns for the summer months (June – August) of 2022. This position is mainly field data collection. The Chittenden County Regional Planning Commission (CCRPC) is one of 11 regional planning commissions in Vermont, and also serves the region as the sole Metropolitan Planning Organization (MPO) operating within Vermont. The Commission is charged with land use and transportation planning within Chittenden County, Vermont. More information about CCRPC is available at – <http://www.ccrpcvt.org/>

JOB DESCRIPTION:

This position's main duties are field data collection and supporting computer work, focusing on the following projects/initiatives:

- * Set-up & perform speed studies and traffic counts at specified locations in Chittenden County for roadways, intersections and bicycle/pedestrian paths.
- * Conduct municipal infrastructure inventories (signs, culverts, or sidewalks) using GPS/GIS.
- * Conduct pavement and road erosion surveys.
- * Data entry and Quality Control.
- * Independent research projects may be assigned, as necessary.

COMPENSATION:

Pay is \$18.00/hour and technicians are expected to work 40 hours per week. CCRPC will pay for mileage costs at the allowable IRS reimbursement rate. Standard work week is Monday-Thursday with 10 hour days.

LOCATION:

Chittenden County, Vermont. Includes the cities of Burlington, South Burlington, and Winooski as well as 14 other local municipalities.

DURATION:

Early June – Mid August 2023.

QUALIFICATIONS:

- * Basic computer skills.
- * Strong technical and organizational skills.
- * Can work independently in an office environment and in the field.
- * Knowledge of traffic engineering, planning concepts, GIS, and GPS is preferred.
- * Must be able to pick up and carry equipment bins and/or toolboxes weighing roughly 40 pounds, work in outside conditions, and sit or stand for extended periods.

Application materials are due by Friday, April 7th, 2023. The interview process will commence as materials are received. To apply e-mail cover letter and resume to:

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