Position Description

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<th>Position Number: 4</th>
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<tr>
<td>Position Title: Floodplain Planning</td>
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<td>Location: Remotely</td>
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<td>Duration: June 6 – August 12, 2022</td>
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THIS POSITION IS UNPAID

Brief Description of Internship Position:
This intern will assist staff in DCR’s Flood Hazard Management Program to review local floodplain bylaws using a state model bylaw; gather information from local government officials regarding their participation in the National Flood Insurance Program; and assist in general with other floodplain management tasks as needed. The planner may also virtually attend community mapping meetings to learn about FEMA’s mapping processes, and assist with special projects if those are available during the intern’s program period.

Description of Duties and Responsibilities:
Using the state model floodplain bylaw, the planner will review local bylaws for compliance and to discover any local higher standards for floodplain management. Each bylaw review will result in the completion of a review form and description of higher standards. If possible during the internship, the planner may also assemble floodplain information in either Word or PowerPoint format for use in local trainings events. The planner may also be asked to contact local officials for information that will complete state records, and may virtually attend FEMA mapping meetings to learn about the floodplain mapping process, as well as other federal/state virtual meetings that may be of interest, typically planning meetings about hazard mitigation and climate change.

Preferred Knowledge and Skills:
The intern must have an enthusiasm to learn, as well as a desire to learn about public service. Knowledge about general computer and internet use is required, and the intern must be able to access the internet regularly for this work. Ability to present a professional approach to work with state and local government officials; ability to participate in virtual meetings with federal, state and local staff; ability to follow directions with common precision; ability to use Word, Excel and possibly Power Point. Basic understanding of floodplain management concepts and climate change is preferred but not mandatory. Desire to gain knowledge and experience in state government work is required.

Hours per week:
This work will require between 8 and 10 hours/week including a required weekly meeting with the supervisor.

Other relevant information:
This internship is an opportunity for personal growth as well as a chance to examine whether or not they would like to work in the public sector as a career, and as a time of encouragement for that.