

## Internship Position Description

<b>Position Number: 11</b>
<b>Program Name: Massachusetts Environmental Policy Act (MEPA) Internship - EEA</b>
<b>Location/Address: Boston - Remotely</b>
<b>Duration: June 5 – August 18, 2023</b>

### **Brief Description of Internship Position:**

The intern will be asked to contribute to MEPA's ongoing policy development work, particularly in the areas of climate change and environmental justice. Assignments could include research into environmental review processes conducted by other states and federal agencies and consulting on proposed changes to policies and procedures. Particular attention will be placed on greenhouse gas (GHG) mitigation strategies from mobile sources (traffic) and land (forest) clearing, consistent with strategies set forth in the Commonwealth's Clean Energy and Climate Plan (CECP). It is anticipated that the intern will interact with other policy divisions within EEA (land and climate teams), and will assist in the development of methodologies for quantifying GHG emissions impacts from mobile sources and land clearing.

### **Description of Duties and Responsibilities:**

- Conduct research into environmental review procedures and methodologies. Specific areas of research will be determined based on time and interest, but particular focus will be placed on GHG mitigation strategies from mobile sources and land (forest) clearing, consistent with strategies set forth in the CECP.
- Draft guidance, forms and templates for the MEPA office.
- Compile and analyze project data, conduct research into federal and other state practices, and draft policy documents.
- Assist with administrative tasks, such as completeness reviews of project applications and maintenance of electronic project files.

### **Preferred Knowledge and Skills:**

- Prior classwork or experience in any environmental field, including wetlands, land and soil ecology, traffic analysis, GHG emissions tracking, and climate resiliency.
- Familiarity with carbon accounting terminology and methodologies is helpful but not required.

### **Hours per week:**

10-15 hours