



MASSACHUSETTS Rivers Alliance

2343 Massachusetts Ave, Cambridge, MA 02140
617-714-4272 • www.massriversalliance.org

Stormwater Intern

Organization Description

The Massachusetts Rivers Alliance is a statewide non-profit with 85 member groups dedicated to protecting and restoring the rivers and streams of the Commonwealth. Healthy rivers enhance climate resilience for communities by reducing flood risk, providing water supply, and supporting outdoor recreation. Mass Rivers is using advocacy, technical assistance, and community building to achieve this mission. The organization has strong relationships with lawmakers, state agencies, and non-profits of all sizes. [Learn more about our work here.](#)

Qualifications

Mass Rivers is urgently seeking a current Graduate Student intern for the remainder of the Spring 2023 semester/quarter, from an environmental and/or public policy field. An ideal applicant will have: strong research and writing skills; the ability to work independently and collaboratively; some background knowledge on stormwater management and policy; and a passion for environmental protection. Experience with web design or curriculum development is a plus. Mass Rivers values new and different perspectives; we hope to receive a broad pool of applicants, diverse in all its forms. Please see our [organizational statement on equity](#).

Roles and Responsibilities

The intern will play a key role in implementing Mass Rivers' stormwater technical assistance curriculum program. The intern will: research a variety of stormwater-related topics and policies, compile available resources, develop training content, contribute to stormwater policy advocacy, populate Mass Rivers' online stormwater toolkit, and assist with preparation and delivery of training workshops. The intern will gain valuable experience in environmental advocacy, technical assistance, and working in a small non-profit organization.

The intern will be supervised by Mass Rivers' Technical Specialist, Sarah Bower ([Staff Profile](#), [LinkedIn](#)) but will work with all staff members and some of our member organizations and other external partners during their internship term.

Time and Schedule Availability

Mass Rivers can be flexible on hours worked, within a minimum of 8 hours and maximum of 20 hours per week. Mass Rivers can accommodate a quarter, semester, or summer internship term, from between 10 and 20 weeks; with a minimum of 80 hours over the internship term.

Mass Rivers follows a hybrid schedule; staff are currently in office on Tuesdays and Wednesdays . To ensure the best experience for all parties, Mass Rivers prefers interns to join the staff in office at least one day per week. We will gladly accommodate remote work the remaining weekdays.

Project Breakdown

The table below outlines the breakdown of projects that the student will be working on throughout the internship and the estimated hours dedicated to each project. This is meant as a guide, and can be adapted based on the needs of Mass Rivers, and the skills/interests of the intern.

Project Task	Estimated Hours	Project Description
Weekly Check-ins	5 - 15 hours	Intern will participate in at minimum 1-hour onboarding, 1-hour exit interview, and 30-minute weekly check-in meetings with their supervisor to gauge progress and ensure a positive experience. Intern will participate in other team meetings as needed.
Research	30 - 75 hours	Intern will search for and review existing resources and policies on stormwater-related topics identified by their supervisor; draft succinct summaries of resources, and determine which to add to the toolkit.
Content Development	20 - 115 hours	Intern will create language and visuals for the online toolkit, hand-outs, and slide presentations.
Website Updates	15 - 55 hours	Intern will update the online toolkit with content created and approved by their supervisor, using the Wixx editor.
Fundraising	0 - 15 hours	Intern will review grant opportunities, highlight those relevant to Mass Rivers' stormwater program, and potentially support the grant application process.
Workshops	0 - 25 hours	Intern will assist with workshop coordination and logistics, and attend training workshops to assist with implementation onsite.

Compensation

The Intern will be paid \$15.00/hour, up to 20 hours per week, for an estimated internship term of between 10 and 20 weeks. Total hours not to exceed 200; total compensation is not to exceed \$3,000 (dependent on hours worked).

Mass Rivers will gladly complete any necessary documentation for the intern to also receive coursework credit and/or stipends from their educational institution.

Application Process

Please submit resume and cover letter via email to DanielleDolan@massriversalliance.org, subject line: Spring Stormwater Internship. Interviews will be conducted on a rolling basis, until the position is filled.