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**MISSISSIPPI
WATERSHED
MANAGEMENT
ORGANIZATION**

POSITION DESCRIPTION

Water Quality Monitoring Intern

Job Class: Intern
Position Status: Temporary
Reports to: Monitoring, Assessment, and Research Program Manager
Classification: Non-Exempt
Hours per Week: 30-40
Date: January 2025

Primary Objective

The Water Quality Monitoring Intern is responsible for providing assistance to monitoring staff and the Monitoring, Assessment, and Research Program Manager to carry out the activities of the MWWMO monitoring program.

Major Areas of Accountability

- Collect water quality samples from the main stem of the Mississippi River.
- Monitor stormwater discharge at key outlets to the Mississippi River.
- Collect samples from ponds, wetlands, and green stormwater infrastructure at the surface and underground.
- Help install, operate, and maintain monitoring equipment in the field that are necessary to implement the monitoring program.
- Coordinate with analytical laboratories for equipment supply and sample drop-off.

- Record monitoring data regularly and accurately in the database for analysis.
- Work collaboratively with and take direction from MWMO staff.
- Perform special projects and other responsibilities as assigned by the Monitoring, Assessment, and Research Program Manager or the Executive Director.
- Perform miscellaneous office duties such as answering telephones, office support, etc. as required. Keep office, lab and garage space in a clean and publicly presentable condition.

Knowledge, Skill, and Abilities

Education

Currently enrolled in a degree program (Associate's, Bachelor's, or graduate program) or be within one year after receiving a degree in the fields of biology, chemistry, hydrology, limnology, water resources, natural resources, engineering, earth science, environmental science, conservation or a related field.

Experience

No prior field or analysis experience is required. Preferred experience includes: monitoring of surface water, groundwater, or stormwater; following lab-based sampling procedures; doing watershed-based or urban environmental planning; analyzing environmental data; using geographic information systems (GIS) or programming languages such as R or Python; and preserving/restoring urban ecosystems.

Preferred experience could be obtained through previous work experience or classwork.

Additional Skills Required

- Able to display excellent verbal, written, organizational, and interpersonal communication skills.
- Proficiency with a personal computer (PC) and Microsoft software packages for word processing, spreadsheet, database management and computer-generated graphics. Specifically, but not limited to, Microsoft Office, Excel, Word, Access, PowerPoint. Ability to effectively use email and internet applications and other common software applications.

- Able to work successfully with considerable independence.

Physical Demands

This position may require some or all of the following activities:

Activity, Field Work, and Equipment Fabrication

Lifting/physical labor and general building skills will be required. Stress level varies from low to very high.

Type of Activity	Frequency (S = Significant M = Moderate O=Occasional)
Walking/standing:	M/S
Sitting:	M
Standing in one place:	M
Climbing:	O
Pulling/Pushing:	M/S
Crawling/Kneeling/Squatting:	M/S
Bending/Stooping:	M/S
Twisting/Turning:	M/S
Repetitive movement:	M/S
Lifting waist to shoulder:	M/S
Lifting knee to waist:	M/S
Lifting floor to knee:	M/S

The field work component of this position is significant and includes, but is not limited to, the following:

- Working outdoors under all weather conditions.
- Maintenance of equipment in confined spaces (min 3' diameter stormwater pipes).
- Working in cold water flows with gloves and stream waders.
- Carrying 50lbs over uneven surfaces and slopes.

- Removing manhole covers.
- Field surveying and using a transit.
- Driving monitoring trucks and towing a trailer with a boat on it.
- Monitoring & collection of physical/chemical/biological data.
- Using hand tools in the field, such as: a pick axe, 15lb maul, shovel, spade, hammer, handsaw, screwdriver, wrenches.
- Testing, installing, maintaining, and using stormwater and surface water flow and water quality monitoring equipment and instruments.
- Using power tools in the field, such as: circular saw, hammerdrill, reciprocating saw, hole saw and screw gun.
- Assisting with constructing or modifying sampling equipment to allow for the collection of samples in a variety of situations.

License

By date of hire, must possess and maintain a valid Minnesota Driver's License.

The above is intended to describe the general content of and requirements for the performance of this job. It is not to be construed as an exhaustive statement of duties, responsibilities or requirements and does not imply a contract.

Employee's Signature

Date

Supervisor's Signature

Date