

**Volunteer/Unpaid, DENVER, CO – EPA Region 8, Clean Air Act Enforcement Stationary Source
Direct Implementation Intern (CLOSING DATE: 03/26/2021)**

Background:

Earth Day is every day at EPA! At EPA, you can protect human health and the environment of all Americans, and you'll discover that EPA is one great place to work! Our diverse workforce connects to more than just a career--we share a common passion to promote a cleaner, healthier environment. Discover how exciting safeguarding our natural resources and protecting human health can be.

Are you interested in helping to protect our nation's air quality and public health? The Air and Toxics Enforcement Branch addresses air pollution by regulating emissions to the airshed of the U.S. The program regulates point sources of pollutants under the Clean Air Act (CAA) through compliance monitoring, compliance assistance and enforcement mechanisms.

Job Description:

Design, populate and manage an informational database for the 70+ Clean Air Act permitted sites directly implemented by Region 8 Air Enforcement. Facility reports will be evaluated to glean the most relevant information, which will be entered into a database and used by Region 8 Air Enforcement staff to evaluate compliance with CAA permits much more efficiently.

Specific duties may include, but are not limited, to the following:

- Organize, plan and populate centralized sharepoint and/or database
- Evaluating stack test reports for CAA permitted stationary sources
- Evaluating annual emissions reports for CAA permitted stationary sources
- Other as Needed

Desired Skills:

- Excellent written and verbal communication
- Basic Excel, Word and Publisher
- Social Media
- Ability to work independently
- Works well on a team

Timeline: Intern will be on board for a minimum of 3 months, maximum of 6 months (there may be an opportunity to extend, but this is not assured).

Desired hours per week: Flexible (preference will be given to qualified candidates available to work more hours per week).

Desired start date: April to June (Flexible)

(Note: From the time of acceptance, there will be a 2-4-week period prior to first day of work while paperwork is completed.)

Work location: Can be a mix of in-person and remote due to amount of digital records we have today.

How to Apply: Email your transcripts, resume and cover sheet to Alexis North at North.alexis@epa.gov by March 26, 2021. Applications will continue to be accepted up until May 1, 2021, but a selection may be made prior to this date.

For More Information: Alexis North, Enforcement Compliance and Assurance Division at North.alexis@epa.gov.

Human Resources Contact: Elaine Robles, (303) 312-6194 or Robles.elaine@epa.gov