

**EDWARDS AQUIFER AUTHORITY
JOB POSTING - PVA#: 03-17**

POSITION: Intern, Water Resources
REPORTING SUPERVISOR: Water Resources Manager
DIVISION: External & Regulatory Affairs
DEPARTMENT: Water Resources
HOURLY RATE: \$15.07
WORKING HOURS: Flexible – 20 hrs a week
SEMESTER: 2017 Spring

BASIC FUNCTION:

Assists the External & Regulatory Affairs team with permitting and conservation programs.

DESCRIPTION:

Assists the ERA with the implementation of the EAA's permitting and conservation programs, including groundwater conservation plans, critical period management, permitting, education and public outreach; assists EAA staff with verification of groundwater conservation plans and critical period and permit requirements; assists with the promotion of public awareness and support for the programs by assisting with education and public information materials; assists with data entry of conservation, permitting and critical period program information; assists with special projects related to the management of groundwater withdrawal permits and the promotion of public awareness and understanding of the EAA and its programs.

EDUCATIONAL/EXPERIENCE REQUIREMENTS:

Two years (60 hours) of college coursework in a relevant degree plan, must be currently enrolled as a student in a college or university with a minimum 2.5 GPA; knowledge of planning, natural resources management preferred; strong computer skills; ability to work effectively with staff; ability to exercise good judgment and responsibility; a valid driver's license; and the ability to operate a motor vehicle.

PHYSICAL REQUIREMENTS:

Job performance may require: listening, seeing, sitting, talking; occasional reaching, grasping, lifting, handling, pulling or pushing, balancing and carrying of items such as boxes of materials, books, etc. with weights not exceeding 25 pounds; limited walking, standing, stooping, and bending; some irregular hours and long workdays and moderate levels of stress. Job is performed primarily in an office environment with infrequent trips to other offices and limited exposure to weather conditions.

Applications will be accepted through 4:30 p.m. Friday, December 16, 2016. Completion of an application is required. Applications may be obtained from our website, www.edwardsaquifer.org, at the Edwards Aquifer Authority located at 900 E. Quincy, San Antonio, TX 78215 or by calling (210) 222-2204.