



Planning and Design

Project and Site Design Internship

Dates: Summer, 2023

- 12 – 16 week term internship.
- Minimum of 20 hours, maximum of 40 hours per week based on school schedule.

Essential Duties

- Assist in creating the outline, collection of and documentation of campus standards / regulations / best practices / preferred materials to provide guidance with design and construction.
- Assist in updating electronic landscape files for ease of access for Zoo-wide multi-departmental use.
- Assess site conditions and update progress reporting for barrier removal per existing organizational ADA Assessment documents.
- Assist with support documents for small improvement projects for the water park and zoo.
- Complete a site design project to be determined between Intern and Sr. Director of Planning & Design.

Requirements

- 3.0 or above accumulative grade point average on a 4.0 scale.
- Ability to be self-motivated, work independently and effectively manage time.
- Excellent organizational and writing skills.
- Experience with computers. Familiarity with Microsoft Office, and design programs. Bluebeam Revu software will be used for design document support.
- Ability to commit to 20 hours a week for 12 to 16 weeks.
- Subject to BMV check.
- Subject to Criminal Background check.
- Subject to Drug Free Workplace Policy.