



## Internship Opportunity

### Position Overview & Agency Background

Are you interested in helping local communities plan for a more sustainable, equitable, and prosperous future? Would you describe yourself as someone who likes to dive deep into planning issues like housing, transportation, or economic development? Are you looking to learn more about data analysis, policy development, public engagement, or other aspects of planning practice in a professional setting? Then an internship at Southwest Region Planning Commission (SWRPC) could be for you!

SWRPC is one of nine regional planning commissions established across the State of New Hampshire. Our offices are located in scenic Keene, NH and we serve 33 municipalities in the southwest corner of the state. We have a small, dedicated team working across a wide range of subject matter areas. To get a sense of the work we do, visit us online at [www.swrpc.org](http://www.swrpc.org).

### Potential Internship Activities

Given the diversity of projects that are currently active at SWRPC, there is opportunity to tailor an internship to match individual skills and learning objectives. Once the internship begins, a first step will be to collaboratively develop a scope of work with clear goals, tasks, milestones, and deliverables. The scope of work will help the intern and SWRPC staff establish a shared understanding of responsibilities.

Although specific internship activities are contingent on candidate skills and interests, here's a list of some of the projects to which an intern could potentially contribute:

- A regional housing needs assessment that will help communities and other stakeholder groups better understand regional housing challenges and opportunities for developing a more diversified, balanced housing supply.
- The development of a new Comprehensive Economic Development Strategy (CEDS) for Southwest New Hampshire. See [www.oureconomy.info](http://www.oureconomy.info) for more information.
- A feasibility study aimed at assessing how well microtransit could meet the public transportation needs of our rural region.
- An age-focused planning initiative designed to help our member municipalities adapt to changing demographics and build communities welcoming to all ages.
- Outreach and education regarding [community power](#), a new policy tool recently enacted in NH that allows municipalities to play a bigger role in electricity procurement and making decisions about renewable energy.
- Research and analysis regarding regional workforce development strategies and enhancing career pathways for a diversity of groups and individuals.

## **Candidate Qualifications**

Students of varying educational backgrounds are strongly encouraged to apply. We're looking for someone with good interpersonal skills, who can work collaboratively with others as well as independently, has the ability to multitask and prioritize, is a creative thinker, a cogent writer, and is comfortable working with both quantitative and qualitative datasets. Graphic design abilities, cartographic skills, and basic proficiency with web content management systems (e.g. Wordpress) would be additional advantages.

## **Timeframe**

The target timeframe is January through May of 2022, with the possibility of continuation upon successful execution of the internship scope of work. There is also the possibility that the intern will be considered for full-time employment with SWRPC at the end of their initial term. The average weekly time commitment is expected to range between 10 and 20 hours, depending on candidate availability.

## **Hybrid Work Environment**

It's anticipated that many intern activities could be completed on a remote basis. The balance between remote and onsite work will depend on intern qualifications, interests, and projects to which the intern is contributing. Although negotiable, a monthly onsite check-in will likely be recommended as a minimum in-person component.

## **Compensation**

\$15-\$20 per hour, depending on qualifications.

## **To Apply**

Submit a cover letter and resume to Executive Director Tim Murphy at [tmurphy@swrpc.org](mailto:tmurphy@swrpc.org). Professional references and work samples may also be included.