

# Minneapolis Public Works Undergraduate Internship Program 2019

## Recycling Outreach Intern

Networking and hands-on experience for undergraduate students.

The Department of Public Works designs, builds and maintains the City of Minneapolis' infrastructure, which includes but is not limited to: streets and bridges, public buildings, City fleet of vehicles, storm and sanitary sewer system, drinking water treatment and distribution, parking ramps and surface lots, traffic signals, signage and striping; solid waste and recycling, and more. [www.minneapolismn.gov/public-works](http://www.minneapolismn.gov/public-works)

### The Internship

The Recycling Outreach Intern will help improve awareness and participation in the City's recycling and organics recycling program. Interns may evaluate program success, challenges and areas for improvement by doing some or all of the following:

- Check recycling and organics carts for contamination
- Provide excellent customer service to residents when going door-to-door.
- Track door-to-door interactions through existing database and document work with neighborhood groups so efforts may be maintained and continued after the internship time period.
- Work collaboratively with community organizations and individuals to educate residents.
- Attend neighborhood and community events and go door-to-door to answer questions and educate residents on the City's recycling and organics recycling programs.
- Assist with special projects as needed, including event planning and execution, waste audits, and more.
- Summarize internship activities into a report.

**¡Hola!**

**Can you speak a second language?  
Fluency in Spanish, Somali or Hmong  
highly preferred!**

All applicants must:

- Be 18 or older
- Have a valid driver's license
- Registered for college
- Be willing to work outdoors in all types of weather

Compensation:

- Varies with education and experience
- Wages typically start at \$15.00/hour (effective: Jan 2019)

Duration:

- May to August

Hours:

- 32 hours per week
- 4 days a week, 8-hour shifts
- Potential evening and weekend events

*Public Works has determined that a criminal background check, qualifications check and /or Drug and Alcohol testing may be necessary for this position.*

## Preferred Qualifications

**Education:** The ideal candidate will have education in one or more of the following: Solid Waste, Recycling, Environmental Science, conservation, communications or community outreach and an interest in waste reduction, reuse, recycling, composting, and organics management.

**Languages:** Fluency in Spanish, Somali or Hmong is highly preferred but not mandatory.

## Required Qualifications / Work Conditions:

- Approximately 75% outdoor work, 25% indoor work.
- Ability to lift up to 20 pounds is required.
- Need to be able to work on projects with minimal supervision & collaborate with other staff.
- Candidates must be able and willing to go door-to-door outside in Minneapolis for up to 6 hours each day.

Apply Today!

Applications due: February 28, 2019

## Application Procedure:

Apply online at [www.minneapolismn.gov/jobs](http://www.minneapolismn.gov/jobs) including a cover letter and resume on or before **February 28, 2019**.

You may apply for multiple internship positions.

## Questions?

**Contact:** Monique Fish, City of Minneapolis Public Works

**Email:** [Monique.fish@minneapolismn.gov](mailto:Monique.fish@minneapolismn.gov)

