



2020

Summer Internship Announcement Chesterfield County

Human Resources
P.O. Box 40
Chesterfield, VA 23832
804-748-1551
www.chesterfield.gov/internships

Department:	Parks and Recreation – Planning		
Program Dates:	May 18, 2020 – July 24, 2020 22 hours per week \$12.00/hour undergraduate - \$14.00/hour graduate student		
Who we are:	The mission of the Chesterfield County Parks and Recreation Department is to provide a comprehensive system of leisure programs, educational opportunities and recreational facilities for residents while conserving and protecting environmental historical and cultural resources. We promote community involvement in developing and providing leisure services.		
What you will learn:	As a Parks & Recreation intern, you will apply your knowledge of planning, landscape engineering or civil engineering to work on a project needed to prepare for a grant application seeking funding for park to neighborhood trail connections. The intern's final project will be an assessment of several sites to determine feasibility of developing park to neighborhood trail connections. Potential Park to Neighborhood Connections that may be included in the project include: Kraus Road to Fairgrounds Park, Gates Green to Fairgrounds, Daniel Park to neighborhoods, Harrowgate Park to neighborhood, Rockwood across the lake (bridge) to Loch Braemar, Lowes Athletic Complex to neighborhood Matoaca Park to Halloway Road neighborhood.		

The Chesterfield Experience:	As an intern in Chesterfield County, you will have an opportunity to meet with county leaders, collaborate with your peers, attend training seminars, and participate in team building exercises to complement what you will be learning in the professional work environment provided by the Department of Citizen Information and Resources.		
Minimum Qualifications:	Candidates must be enrolled as current undergraduate or graduate students and have a minimum grade point average (GPA) of 2.8. Intern should have a comfortable working knowledge of and have completed some college coursework in planning, landscape architecture and/or civil engineering. Must be proficient in Microsoft Office to include Word, PowerPoint, Publisher and Excel. Must have knowledge of Geographic Information System Technology (GIS) for research, mapping and field work. Must possess excellent written and verbal communication and interpersonal skills. Successful completion of a fingerprint-based criminal history check and pre-employment drug screen required. Must possess valid driver's license and complete a DMV check.		

For consideration of this opportunity, candidates must complete the application requirements listed on our website at www.chesterfield.gov/internships by **February 21, 2020.**

Chesterfield County is an Equal Opportunity Employer
Committed to Workforce Diversity