



Metropolitan Planning Organization of Johnson County
410 E. Washington St. ■ Iowa City, Ia 52240

INTERNSHIP

Metropolitan Planning Organization of Johnson County 410 East Washington Street, Iowa City

Rate of Pay: \$13.25/hour

Hours / Week: 25-28 hours per week during the summer (and academic breaks) and 10 hours per week during the academic year with the ability to set your own schedule

Start Date: August/September 2021

Duties and Responsibilities:

- Assists Transportation Planning Division Staff
- Collects and summarizes data for studies related to traffic volume and collision history
- Conducts field observations (some morning and evening hours required) as needed
- Researches, analyzes, and prepares studies related to transportation planning
- Operates GIS software and prepares maps
- Operates other software (Trafx, Survey123, etc.) as needed

Education or Experience

Coursework or experience in one or more of the following areas preferred: urban planning, geography, and/or engineering. Transportation emphasis preferred but not required.

Skills, Abilities and Knowledge

- Ability to collect data and information objectively
- Proficiency in Microsoft Word, Powerpoint, Excel, and Geographic Information System (GIS) mapping preferred
- Ability to write and present materials effectively
- Flexibility in day-to-day responsibilities
- Valid driver's license required

Application Deadline: Friday, April 30, 2021. (*Candidates must be enrolled in the School of Urban and Regional Planning, Engineering, or the Department of Geographical and Sustainability Science for the 2021 fall semester*).

Please send a short writing sample, cover letter and resume to Brad Neumann; Associate Transportation Planner at brad-neumann@iowa-city.org. Call 319-356-5235 with questions.