INTERNSHIP

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

Rate of Pay: $11.50 ($13.25 beginning July 1)  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: March/April 2020

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, February 21, 2020. (Candidates must be enrolled in the School of Urban and Regional Planning, Engineering, or the Department of Geographical and Sustainability Science for the 2020 spring and fall semesters.)

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.