

Watershed Agricultural Council

Agriculture ♦ Forestry ♦ Conservation Easements ♦ Economic Viability

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nycwatershed.org



WAP Technical/Planning Intern Job Description

The Watershed Agricultural Program (WAP) Technical/Planning Intern will assist with the duties and deliverables of the WAP Program Operations Coordinator and WIRC (Watershed Investigation & Repair Crew) Specialist during the implementation of Agricultural Best Management Practices (BMPs) on participating farms and within the West of Hudson (WoH) New York City watershed. The intern will also gain experience in soil sampling and soil data management. The intern will be exposed to a nationally recognized Whole Farm Planning (WFP) and implementation program; be able to observe and interact with: WFP development; WFP monitoring; and nonstructural best management practice (BMP) implementation.

Duties and Responsibilities:

- Effectively communicate with all WAP participants in areas of BMP Implementation and WFPs
- Support with the WIRC “Team” as needed with the physical, “hands on” installation & repair of WAP approved BMPs.
- Assist with the completion and execution of prepared procurement documentation.
- Keep accurate daily records of construction events, as-builts and critical construction photo documentation.
- Assist in the BMP design package development to include but not limited too;
- CAD development of Ag BMPs
- Specification and package development for Ag BMPs
- Facilitate the construction oversight of BMPs following an approved/certified plan design
- Keep an accurate daily record of construction events, as-builts and critical construction photo documentation.
- May assist WAP planners in collecting soil samples and field data.
- All other duties as assigned.

Basic Requirements:

- Minimum of high school diploma.
- Must have own dependable vehicle with proof of insurance.
- Must have a valid driver’s license.

Reporting Relationships:

- Works under the direct supervision of the WAP Program Operations Coordinator or his / her designee.