

Lake Champlain Basin Program – NEIWPC Education and Outreach Steward/Intern

Hours: Up to 40 hours per week, including some weekends and holidays; not to exceed 1000 hours in 12 months.

Duration: January – May 2025

Background Information: NEIWPC is a regional commission that helps the states of the Northeast preserve and advance water quality. We engage and convene water quality professionals and other interested parties from New England and New York to collaborate on water, wastewater, and environmental science challenges across the regions, ecosystems, and areas of expertise.

Location of Job: Lake Champlain Basin Program offices, 54 West Shore Rd., Grand Isle, VT. Time may be spent covering events off-site in Vermont, New York, or Québec, or staffing the Lake Champlain Basin Program Resource Room at ECHO, Leahy Center for Lake Champlain on the Burlington waterfront. Candidate must have their own means of reliable transportation. This position is not eligible for telework.

Compensation and Benefits: This Education and Outreach Steward is a NEIWPC employee. Steward will be paid hourly at a rate to be determined based on the experience of the selected candidate. Benefits are not provided with the exception of social security, unemployment and workers compensation insurance, sick leave as determined by the state of Vermont, and the elective deferral portion of the 403(b) plan. NEIWPC is committed to the professional development of our interns and employees.

Job Description: This position will work with the LCBP's Education and Outreach Coordinator on a variety of projects. The Outreach Steward will expand outreach programming to State parks, summer camps, lake and river events, upper reaches of the watershed and downtown locations to answer questions about Lake Champlain and offer opportunities for citizen action. The LCBP Outreach Steward should be able to discuss a variety of watershed issues with the public and provide resources for getting involved or changing behavior to benefit the watershed. Local and regional travel required. Training will be provided.

Tasks include:

- Staffing LCBP outreach events, including some weekend or night events. Transporting and setting up exhibits and materials for public programs will be required. Some materials weigh up to 20 pounds.
- Providing coverage in the LCBP Resource Room within ECHO, Leahy Center for Lake Champlain.
- Assisting LCBP staff with meetings, workshops, print material preparation, website content development and other tasks as needed.

Skills/Interests Needed

- Coursework or passionate interest in and knowledge of Lake Champlain and watershed issues covered in the [2024 State of the Lake](#) report.
- Strong communication skills and a background in water quality or related sciences.
- Strong writing and editing skills and attention to detail.
- Strong computer skills and experience with the following applications:
 - Microsoft Office 365 platform, mainly Word and Excel, Teams and SharePoint.
 - Familiarity with Adobe Creative Suite.
- Ability to interact positively with the public at informal outreach events and in the LCBP Resource Room.

- Photography skills, flexibility in working with different staff members on various assignments, and a willingness to learn more about Lake Champlain and watershed science are a plus.
- Ability to work independently, reliability and punctuality are required.
- Completion of at least sophomore year of college or equivalent life experience recommended. Recent graduates and other adults seeking seasonal work are also encouraged to apply.
- Valid driver's license and access to reliable transportation required.
- Passport.

For more information about the Lake Champlain Basin Program, visit www.lcbp.org. For more information about NEIWPCC, visit www.neiwpcc.org.