

**INTERNSHIP:** Lead a project focused on improving air quality at small businesses

**COMPANY:** 2017 MnTAP Summer Internship: Phillips Community, Minneapolis, MN

The Minnesota Technical Assistance Program (MnTAP) is seeking a junior or senior college student to lead a project focused on improving air quality at automotive shops and other small businesses in the Phillips Community in Minneapolis, MN. The intern will reach out to small businesses to discuss opportunities to reduce their impact on local air quality, assess the chemical products used at these facilities, and then identify alternative products that are less hazardous and have less impact on air quality. The intern will then work with these businesses to test and support adoption of these alternative products. Assessments for solid waste reduction, energy efficiency, and water conservation may be added to provide additional benefit to the businesses. The intern will provide short reports of recommendations to each business. In addition, the results, including impact on air quality and worker/residential exposure, will be shared as case studies with other businesses in the community and across the state to encourage voluntary transition to less hazardous products.

### **JOB DUTIES:**

As part of this project, you will be asked to complete the following tasks:

1. Conduct site assessments at 8-16 small businesses to discuss opportunities to improve air quality and assess processes and products used.
2. Research the impact of these products on air quality and worker health. Identify alternative products that are less hazardous and have less impact on air quality.
3. Write and deliver a short report summarizing findings to each business.
4. Work with each business to test and support adoption of alternative products.
5. Overall, organize and manage project tasks, activities, and project documentation effectively; communicate effectively with the community; work competently, professionally, and safely.
6. Summarize the recommendations and results in a detailed report including impacts on air quality and economic analysis and justification of changes.
7. Present final project findings to project partners and at MnTAP hosted public presentation events.

As an intern, you will be based at the offices of partner organization Hope Community and report back to MnTAP. The position is full time, 40 hours per week, for three months to start after the conclusion of spring semester or quarter. Pay is \$13/hour, with a lump sum stipend of \$1,000 upon completion of the project deliverables: a final report and presentations. Cumulatively, this equates to \$15/hour when averaged over the project. Candidates must have a valid driver license and pass a background check.

### **QUALIFICATIONS:**

- Cumulative GPA of at least 3.0
- Good oral & written communication skills
- A technical academic background
- Troubleshooting skills
- Self-motivated
- Excel and other software skills
- Appropriate majors: *Engineering, environmental or physical sciences and others as applicable*

### **TO APPLY:**

Apply online at:

[www.mntap.umn.edu/intern/student\\_apply.htm](http://www.mntap.umn.edu/intern/student_apply.htm)

Remember to submit your application form, cover letter, resume, and unofficial transcript.

Applications can be addressed to:

Nathan Landwehr, Intern Program Administrator  
200 Oak Street SE, Suite 350-1  
Minneapolis, MN 55455 • [landwehr@umn.edu](mailto:landwehr@umn.edu)

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