

# **Gasp Community Science Internship Job Description**

Spring 2020

Gasp is a non-profit, health advocacy organization whose mission is to advance healthy air and environmental justice in the greater Birmingham area through education, advocacy and collaboration.

## **Description of Internship:**

Gasp is seeking a volunteer intern for the 2020 spring semester to help coordinate and advance our community science (Smarter Birmingham City Sensor Project) activities in the greater Birmingham area.

## **Work Schedule:**

The internship will begin on February 3rd and end on May 15th.

Gasp office hours: Monday-Friday, 9:00am-5:00pm. The ideal number of weekly hours is 10-12. The intern will design their own schedule and can complete their hours at the Gasp office or remotely. We ask that the intern work from the Gasp office for one day per week for 3-4 hours. The internship may require occasional evening/weekend events.

## **Responsibilities include:**

The intern will conduct various activities including, but not limited to:

- Identify opportunities to share information about Gasp's City Sensor Project with key constituents in defined locations
- Help coordinate community City Sensor Project workshops for future AirKeepers: develop materials, reach out to potential attendees, handle key logistics
- Help follow up with those who participate in workshops: data entry, provide support, check in regularly
- Work with partners and community members to install monitors and gateways
- Help develop and manage City Sensor Project Map
- Maintain weekly "journal" documenting: results of efforts, contacts made, lessons learned, information valuable for Gasp moving forward
- Write bi-monthly blog posts sharing important information gleaned from the sensors (hotspots, gaps in the network, gateway coverage updates, data trends) and upcoming opportunities related to the City Sensor Project

## **Additional tasks we aspire for the internship:**

- Develop presentation for area high schools and reach out to science teachers
- Create short videos that can be used to educate others on City Sensor Project
- Give presentations on City Sensor Project to Neighborhood Associations, civic organizations, school groups, etc

**Preferred skills and/or abilities:**

- Self-starter/proactive
- Comfortable with technology
- Enjoys “teaching” others
- Analytical skills
- Troubleshooting skills
- Problem-solving
- Excellent written and oral communication
- Friendly, personable
- Inquisitive

**Additional Requirements:**

Intern must be willing to sign the following: a non-disclosure agreement, confidentiality policy, conflict of interest policy, and conflict of interest disclosure form.

**To apply:**

Please send resume and cover letter (can be written as an email) stating why you are interested in the internship to [jobs@gaspgroup.org](mailto:jobs@gaspgroup.org) by January 17<sup>th</sup>, 2020.