ALLEN
SOIL AND WATER
CONSERVATION DISTRICT
1870 Slabtown Road
Lima, Ohio 45801
Phone: 419.222.0846
Web: www.allenswcd.com

November 12, 2026

SUMMER 2027 INTERNSHIP ANNOUNCEMENT

POSITIONS OFFERED: Two temporary, seasonal college internships – Water Resources Program Assistants

LOCATION: Allen Soil and Water Conservation District (SWCD) – Lima, Ohio

INTERNSHIP PERIOD: 400 Hours, Summer Semester/Quarter 2027 Internship will commence on or about May 11th and end on or about July 27th (both will be based on intern availability). Ten, forty-hour work weeks are generally conducted Monday through Friday. Eight-hour work day usually begins at 8:00 am and ends at 4:30 pm with a 30-minute lunch break.

COMPENSATION: $13.00-$13.50/hour through a bi-weekly paycheck

APPLICATION PERIOD: Accepting resumes through Monday, March 1, 2027. Resumes need to include an objective statement clarifying the connection to the position duties/responsibilities listed below. Submissions can be emailed, hand delivered or sent through standard mail – as long as they are received in the Allen SWCD office by 4:30 PM on 3/1/27. Submit to Stormwater Manager Lydia Archambo at Lydia@allenswcd.com or via the address in the letterhead.

SCOPE AND SUPERVISION: The positions for the Water Resources Assistants are temporary, involving both field and office work. Each intern will assist both the Urban Stormwater and the Information/Outreach Programs. The positions will be under the day-to-day supervision of the individual Program Coordinators.

PRIMARY DUTIES AND RESPONSIBILITIES:

- Assist with stream outfall monitoring, illicit discharge investigations, and associated computer and other record maintenance.
- Install storm drain markers in neighborhoods and leave info piece at each home/business. Document via GPS and prepare associated database.
- Perform pond plantings and associated maintenance and protection.
- Assist with public information and outreach activities and meetings
- Assist with all other SWCD programs as needed.

QUALIFICATIONS AND PHYSICAL REQUIREMENTS:

- Applicants must be enrolled in college in a major course of study relevant to water resource management or be able to show interest in the environment.
- Applicants must be able to demonstrate maturity, responsibility and initiative through previous work or project history and references.
- Applicants must be physically able to perform field work including but not limited to walking long distances, walking on rough and sloping ground, and walking up and down stream banks.
- Applicants must have a valid driver's license.

INTERVIEW AND SELECTION PROCESS: Interviews will be conducted in March with the goal of announcing successful candidates by March 26, 2026.

All SWCD/NRCS programs and services are offered on a non-discriminatory basis without regard to race, color, national origin, religion, sex, age, disability, political beliefs and marital or familial status.