Strategies for Older Suburbs/Community Revitalization Intern

JOB DESCRIPTION
DVRPC is the Metropolitan Planning Organization (MPO) for the Greater Philadelphia area, responsible for coordinating transportation planning throughout the nine-county region. The Office of Smart Growth is seeking one intern for several projects during the fall of 2017, with possible extension into the spring 2018 academic semester and beyond. The intern will assist staff with research, data collection, field work, and the development of report and presentation materials for several projects.

RESPONSIBILITIES
- Update retail analysis work with daytime population changes and impact of e-commerce on downtowns
- Research and author regional case studies on successful revitalization efforts in the region
- Analyze redevelopment ordinances across the region and highlight “next practices”
- Research and author new content areas for Classic Towns program website
- Develop and analyze surveys for current and potential Classic Towns
- Assist with Transportation and Community Development Initiative (TCDI) grant program, which may include mapping, website updates, and writing project profiles

JOB REQUIREMENTS
- Knowledge of and experience with general regional planning and smart growth principles.
- Excellent writing and communications skills.
- Ability to prioritize and multi-task.
- Experience with Microsoft Office Suite, GIS, and Adobe Creative Suite preferred.
- Ability to establish effective relationships with outside organizations and community contacts.
- Basic knowledge of the Philadelphia region is desired.
- Ability to work independently and in teams.

AVAILABILITY
The position requires a commitment of up to 22.5 hours (3 days) per week.

MINIMUM EDUCATION & TRAINING
Must have completed at least THREE YEARS of a college/university program or be enrolled in a master’s program (preferred), or an equivalent combination of experience and training.

TO APPLY
Complete the Bryn Mawr College Community Based Work Study program application (www.brynmawr.edu/lilac/community-based-work-study) and return it to Nina Koch (nkoch@brynmawr.edu)

DVRPC is an Equal Opportunity Employer. Full consideration will be given to all eligible, qualified applicants without regards to race, color, religion, sex, age, national origin, sexual orientation, lawful political affiliations, disability or marital status. Minority and disabled applicants are encouraged to apply.