



**SRPEDD**  
Southeastern Regional Planning  
& Economic Development District

Acushnet  
Attleboro  
Berkley  
Carver  
Dartmouth  
Dighton  
Fairhaven  
Fall River  
Freetown  
Lakeville  
Mansfield  
Marion  
Mattapoisett  
Middleborough  
New Bedford  
N. Attleborough  
Norton  
Plainville  
Raynham  
Rehoboth  
Rochester  
Seekonk  
Somerset  
Swansea  
Taunton  
Wareham  
Westport

## ENVIRONMENTAL PLANNING INTERN - OPEN POSITION ANNOUNCEMENT

Southeastern Regional Planning and Economic Development District (SRPEDD)

88 Broadway, Taunton MA / Hybrid Work Environment

Agency Website: [www.srpedd.org](http://www.srpedd.org)

Environmental Department Home Page: [www.srpedd.org/environment/](http://www.srpedd.org/environment/)

### Position Summary

SRPEDD's Environmental Planning Department is seeking a proven collegial self-starter to help advance our work program, contribute to agency goals, and engage in the work of enhancing environmental quality and resilience across Southeastern Massachusetts. More information about SRPEDD, the Regional Planning Agency serving 27 communities in Southeastern Massachusetts, can be found below the announcement, and on the agency website provided above.

This internship is ideal for a candidate embarking on a career in the environmental planning field and looking for real-world planning experience while either working towards or after recently completing a degree in the field of community planning, environmental science, sustainability or a related field. This is a temporary paid position, expected to work at a minimum 20 hours and up to 38 hours per week. SRPEDD's office is located in Taunton, Massachusetts. Per our hybrid office policy, employees are physically in the office an average of two days per week. The Environmental Department has a consistent group in-office day on Tuesday, during which we have our weekly staff meeting.

Under the supervision of the Environmental Planning Manager, with potential tasks also to be completed for the Transportation Planning Manager, the Comprehensive Planning Manager, and Principal Planners/project managers, as appropriate, the Environmental Planning Intern contributes to the diverse work program of a busy and growing Regional Planning Agency.

### Primary Duties and Responsibilities

The Environmental Planning Intern assists the Environmental Planning Department in completing research and writing tasks in contribution to numerous plans, civic engagement efforts, and other work products. The position's work program requires an understanding of or desire to grow their knowledge in the principles, practices, and methods of environmental planning and related technical assistance across the Environmental Department's seven main programmatic areas: (1) stormwater management; (2) floodwater management; (3) open space & recreation planning; (4) air quality; (5) climate change mitigation and climate change pollution reduction; (6) climate change adaptation; and (7) brownfields cleanup.



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Intern duties and responsibilities may include:

- Collecting, organizing, describing, and presenting various forms of data, acquired in the field or via desktop analysis, including but not limited to water quality, environmental/habitat assessment, land use, socioeconomic, climate projections, infrastructure, and various other data for plans, studies, and reports.
- Assisting with the preparation of grant applications.
- Researching environmental land use and policy best practices and programs.
- Drafting reports that summarize community engagement activities, data analysis, GIS methodologies, and research outcomes.
- Drafting sections of watershed management, open space, climate resilience, and other similar planning documents.
- Performing other long-range and short-turn around project tasks and responding to internal data requests, as assigned.
- Co-presenting and note-taking at public and project team meetings.
- Completing GIS analysis and map design within ESRI software (including ArcGIS Pro, ArcMap, and ArcGIS Online).
- Graphic production and design of diagrams, icons, charts, and figures for a variety of projects. Knowledge of the Adobe Creative Suite (especially InDesign & Illustrator) is a plus.
- Working collaboratively to arrive at constructive solutions as part of a team.
- Completing occasional field work and site visits.
- Frequent travel to events and meetings throughout the region is expected; therefore, candidate is expected to have a valid driver's license and/or a means of transportation.
- Creating flyers, social media posts and press releases in support of public outreach efforts.

### Qualifications and Educational Requirements

Candidates should be currently enrolled in, or recently graduated from, a higher education degree program with a demonstrated interest in community or regional planning, environmental science, sustainability, social science, civic engagement or another related field.

### Salary and Benefits

Compensation: \$20 per hour, for up to 38 hours per week.

SRPEDD does not offer fringe benefits or paid time off to temporary employees. Paid holidays may be granted for full-time temporary employees. Mileage reimbursement, per the current SRPEDD/MassDOT rate, will be provided for all internship-related travel.



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## Requirements and Deadlines for Applications

Please send a cover letter and resume by email to Danica Belknap, Environmental Planning Manager, at [dbelknap@srpedd.org](mailto:dbelknap@srpedd.org). Preference will be given to applications received by September 29th, 2025; however, position will remain open until filled.

Work samples (consisting of maps, short writing samples, presentations, etc.) and professional references will be requested from candidates that advance through the initial selection process.

SRPEDD is an Equal Opportunity employer.

## About SRPEDD and SRPEDD's Environmental Program

SRPEDD is a collegial workplace with experienced staff. We are looking for a proven self-starter and independent worker who is equally at home in a collaborative working environment.

SRPEDD's work includes habitat restoration and watershed protection, climate and hazard mitigation planning, open space and recreation planning, conventional energy reduction projects, brownfield redevelopment, community master plans, regional transportation and bicycle projects, build-out and fiscal impact scenarios, transit planning, zoning bylaws, drone surveys and 3D interior photography, economic development, infrastructure initiatives, and more. SRPEDD supports the four cities and 23 towns in our region to build community and enhance quality of life for all. Through careful collaboration, SRPEDD seeks to enhance equitable opportunities to envision and plan for the long-term future, foster sustainable growth, and cultivate the systems and networks that emphasize social justice and community development.

## The Mission of SRPEDD's Environmental Program is stated as follows:

The human communities of Southeastern Massachusetts exist within, and are part of, an expansive natural landscape. The calling of SRPEDD's Environmental Program is to intentionally situate our region's built, human communities within their natural environment and to explain the forces that human communities, natural communities, and environmental dynamics exert on one another, both positive and negative. To that end, the Environmental Program pursues four types of projects, specifically, those that:

1. Minimize the negative impacts of human communities on the underlying natural landscape;
2. Maximize human stewardship of natural communities;
3. Minimize the impacts of destructive environmental hazards on human communities; and
4. Maximize the benefit to human communities of well-functioning natural systems.

All of our work takes place on a warming world. As such, in all of our work, we explicate the connection between project-based outcomes and the larger effort to mitigate or adapt to the climate crisis and increase community resilience.