



RICHLAND COUNTY REGIONAL PLANNING

TRANSPORTATION INTERN CY 2021

Richland County Regional Planning Commission (RCRPC) is searching for a motivated intern to assist with implementing a summer active transportation project. A successful candidate would be community minded, detail oriented and adaptive.

As a Regional Planning Commission (RPC) and Metropolitan Planning Agency (MPO), RCRPC provides services in land-use, community development and transportation planning to political subdivisions of Richland County, Ohio. Our mission is to provide innovative information and regional planning services, in a professional and ethical manner, to our community partners and the general public, to facilitate the implementation of regional and local goals. We are located in Mansfield, Ohio and provide friendly work environment.

The intern with supervision will lead the implementation of an active transportation project this summer called "Walk Richland" - a project along the B & O Trail to encourage walkers and bikers to explore the surrounding communities (Bellville, Lexington, Butler, and Mansfield) through signage and directions. This position is ideal for a college student with a strong interest in furthering community engagement, communications and project planning. We anticipate skill development will occur working on the types of duties and responsibilities described:

- Coordinate the implementation of "Walk Richland" project through design and installation of signage
- Foster collaborative working relationships with local jurisdictions and various partners for the implementation of the project
- Create a promotion campaign for "Walk Richland" utilizing social media, press and newsletters
- Attend and participate in meetings to represent RCRPC when required
- Help with MPO traffic counting program as needed
- Assist with creation of the annual report for the MPO and RCRPC
- Other responsibilities as assigned

Knowledge, Skills, and Abilities:

- Displays passion and optimism; demonstrates accuracy and thoroughness; improves process, products, and services
- Speaks clearly and persuasively; listens and responds well; writes clearly and concisely
- Exhibits sound and accurate judgment; includes appropriate people in decision-making process; makes timely decisions

Qualifications:

- Enrolled in a program at an accredited university or college
- Courses in urban planning, transportation planning, communications and marketing, engineering, geography desirable
- Proficient in use of Microsoft Office Suite

This is an unclassified, part time seasonal position for 35 hours per week, for 12 weeks in summer (Mid May – Mid August) at \$12.00-\$14.00 per hour depending on qualifications. RCRPC is an Equal Opportunity Employee. Motivated candidates send resume with cover letter to tblankenship@rcrpc.org. Applications/resumes will be reviewed as received and accepted until the position is filled.