

THE YOLO-SOLANO AIR QUALITY MANAGEMENT DISTRICT

IS ACCEPTING APPLICATIONS FOR AN

EXTRA HELP PLANNING & AIR MONITORING INTERN

Hourly Pay

\$22.06 - \$26.83

Position Type

Extra Help • Non-Benefited

FLSA Status

Non-Exempt

MAKE AN IMPACT ON AIR QUALITY

This internship provides hands-on experience supporting the Planning and Air Monitoring Department through grant program administration, environmental document review under CEQA, and routine air monitoring fieldwork. It is ideal for students or early-career professionals interested in air quality, environmental planning, and scientific monitoring.

WHAT YOU'LL DO

- Support clean-air grant programs by assisting with outreach, public inquiries, retailer training, applicant eligibility, field inspections, vouchers and invoices, grantee reports, and oversight reports.
- Assist with reviewing and commenting on environmental impact documents and maintaining the District's CEQA Air Quality Guidelines and Administrative Procedures.
- Perform routine air monitoring field work as needed, including weekly filter replacements and weekly and monthly checks of samplers and analyzers.

IDEAL CANDIDATE

- Currently enrolled in or recently completed a degree in Environmental Science, Meteorology, Geography, Urban Planning, or a closely related field.
- Strong written and verbal communication, organization, attention to detail, and ability to work independently and as part of a team.
- Able to learn quickly, including grant guidelines, CEQA statutes, and instrument operations.
- Experience with grant programs, databases, or scientific/environmental instrumentation is preferred, but not required.
- Working knowledge of Microsoft Office Suite and Google Workspace.

WHAT TO EXPECT

- Primarily office-based work with occasional outdoor field work in heat, cold, or wet conditions.
- Field work may involve exposure to dust, fumes, diesel, gasoline, and other vapors; PPE may be required.
- Occasional work outside regular business hours may be required.
- Travel by vehicle is required, including reliable transportation to and from sites.
- Must possess or be able to obtain and maintain a valid California Class C driver's license.
- Physical work may include lifting/carrying/pushing tools and equipment up to 20 pounds regularly and up to 50 pounds or more occasionally, climbing ladders, and working at heights.

GAIN REAL-WORLD EXPERIENCE IN GRANT ADMINISTRATION, AIR QUALITY PLANNING, CEQA, AND AIR MONITORING

Apply online at: <https://www.ysaqmd.org/about-the-district/employment-salaries/>

Yolo-Solano Air Quality Management District is proud to be an Equal Employment Opportunity (EEO) employer.