



Transportation Planning and Development Internship

College to County Intern 2024 - Department of Community Services

Pay Rate: \$24 per hour

Job Type: Temporary College Intern

Duration: Summer 2024 - Starting in June - 12 weeks

Hours: 20 - 40 hours a week

Telework: In person and/or hybrid

Building Physical Location: 1620 SE 190th Ave, Portland, Oregon 97233
and 501 SE Hawthorne Blvd Portland, OR 97214

Does This Position Require Driving a County Vehicle? If so, please explain why and frequency: No.

TriMet Passes are available if transportation to County facilities is required.

Eligibility requirements and more details found on our [College to County website](#).

What Does Transportation Planning and Development Program Do?

The Multnomah County Transportation Division manages and maintains nearly 270 miles of roads in the cities of Fairview, Troutdale, and Wood Village and unincorporated areas including Sauvie Island, the West Hills and the Corbett area. We also maintain six bridges across the Willamette River. The Transportation Division includes six programs: Transportation Planning and Development, Road Engineering, Road Maintenance, Bridge Engineering, Bridge Maintenance, and Survey. This position is in the Transportation Planning and Development Program which is responsible for the planning of transportation the system and the review of development within the right-of-way.

Internship Description & Responsibilities:



Multnomah County is seeking a transportation planning and/or traffic engineering intern to join the Transportation Planning and Development Program in the Transportation Division. You will be involved in the following responsibilities:

- Assist in transportation planning projects such as safe streets program, transit programs, and regional planning
- Assist in the transportation development review and permitting process
- Assist in special projects such as the update of the Design and Construction Manual
- Perform data collection and analysis
- Interface with professional planners and engineers, and the County project management team, and members of the community

Learning Outcomes:

In this role, you will gain experience in the transportation planning, development review, and traffic engineering field. You will be assigned productive tasks in areas such as planning, permit review, plan review, data collection and project management. You will be able to learn and develop your:

- Ability to make informed planning and engineering decisions
- Ability to apply code and standards in plan and permit review
- Analytical skills of traffic data
- Knowledge in transportation planning and engineering

Education and Minimum Qualifications:

We are looking for someone with major course work in urban and regional planning, civil or traffic engineering, or related field or two years of job training, internships, or work study experience.

- Candidates should have completed or enrolled in a college/university academic institution.
- Basic knowledge and interest in urban and regional planning and/or traffic engineering fundamentals.
- Proficiency in Microsoft Word and Excel
- Knowledge in ArcGIS, traffic analysis software such as Synchro, Highway Capacity Software, VISSIM/VISUM, preferred but not required.
- Ability to perform designated shop and office duties as may be required such as project tracking, preparing and interpreting plans for construction, and/or understanding a variety of maps and drawings.
- Ability to communicate clearly both orally and in writing.
- Strong problem-solving skills.
- Promote a culture of respect, inclusiveness, and appreciation of diverse perspectives, backgrounds, and values ([Link to Equity and Empowerment Lens](#))

Workforce Equity:



Our Commitment to Safety, Trust and Belonging: Multnomah County is committed to developing, nurturing and continually improving workforce equity by identifying and addressing the structural and policy barriers to equal employment opportunity faced by our employees and communities. Learn more by reading our [Workforce Equity Strategic Plan](#) and exploring our [Core Competencies](#) for all County employees.

Veterans' Preference:

Under Oregon Law, qualifying veterans may apply for veterans' preference for this recruitment. Review our [veterans' preference website](#) for details about eligibility and how to apply.

For veterans qualified for Veterans' Preference: If you believe you have skills that would transfer well to this position and/or special qualifications that relate to this position, please list those skills and/or qualifications.

Accommodation under the Americans with Disabilities Act: We gladly provide reasonable accommodation to anyone whose specific disability prevents them from completing an application or participating in this recruitment process. Please contact the recruiter below in advance to request assistance. Individuals with hearing or speech impairments may contact the recruiter through the Telecommunications Relay Service by dialing 711.

Application Instructions:

Please fill out and submit an application for this position through the form also located on this [website](#). The deadline for submitting an online application is March 25th, 2024.