

Planning Internship

The Town of Fountain Hills

Internship opportunity Fall 2019

- Nature of Work:** The Development Services Department for the Town of Fountain Hills includes Planning, Building Safety, Code Compliance and GIS. The level of development activity has increased in recent months and the Town is in the process of updating its General Plan. An intern will assist existing staff with the daily processing of development requests, assist with the General Plan update, and help implement a document management system.
- Learning Objectives:** An intern working in this position will gain an understanding of the daily activities of a planner in a municipal organization. In particular, the intern will learn to apply a general plan and zoning ordinance to specific situations and development proposals.
- Qualifications:** The intern will need to have a solid understanding of basic planning concepts and the ability to communicate clearly and accurately, both orally and in writing.
- Compensation:** Student can earn internship credit (GCU, GIS, GPH or PUP 484) based on hours' worked. See table at <http://sgsup.asu.edu/interncredit> for hours of work required for various levels of credit.
- Time Requirement:** The student intern will work at least 20 hours per week depending on their schedule and availability. Position desired to begin in September and extend at least through the fall semester
- The Development Services Department is open Monday – Thursday, 7:00 a.m. to 6:00 p.m.
- Location:** Development Services Department, Town Hall
16705 E Avenue of the Fountains
Fountain Hills, AZ
- More Information:** For more information please send an email to John Wesley, AICP, Interim Development Services Director, at jwesley@fh.az.gov.
- To Apply:** Send a resume and the name of one reference who can comment on your abilities for this internship to: Heather Ware, Fountain Hills Volunteer Coordinator, at hware@fh.az.gov.
- Deadlines:** First review of applicants will be Thursday, August 15, 2019.