

Community Development Intern

Organization: Washington University Medical Center Redevelopment Corporation (WUMCRC)

Location: 1408 Tower Grove Ave, St. Louis, MO

Organization Overview: Please Visit our website @ www.wumcrc.com

Position Overview:

Throughout the course of the internship, the candidate will become involved in neighborhood planning, data collection and analysis, GIS mapping, program development and implementation as well as a host of special community development-oriented projects. The preferred candidate must possess the following skills:

1. Communication (verbal and written)
2. Time management
3. Critical thinking
4. Research & analysis
5. Self-Direction & ability to take initiative
6. Experience with ArcGIS, Adobe, and Microsoft

Primary Responsibilities:

Projects:

1. Under the direction of the organization's Executive Director and other Staff, lead and implement the following projects:
 - a. Neighborhood Profile Projects
 - i. Research Neighborhood Demographic Data for targeted communities
 - b. Create & maintain monthly reports related to:
 - i. Economic Development
 1. Commercial Corridor Business Inventory covering our service area.
 2. Development Mapping
 3. Mapping property & visitor data & trends in the commercial corridors located within our service area.
 - c. Annual Reports

Various Holistic Approaches:

2. Under the direction of WUMC Staff, assist in the holistic approach to community development, which includes:
 - Special Taxing District Inventories
 - Safety and Security Initiatives
 - Forest West Property Inventory
 - GIS Mapping
 - Live Near Your Work Program
 - Other (as needed) related duties

Position Type: Internship (approximately 20 hours/week: independent contractor). This position may require evening and weekend attendance. Ideal candidates should be willing to commit to at least 12 months; time frame is flexible if need be.

Salary: \$15/hour

Contact Info: For questions please call Jes Stevens at (314) 747-2333 or email j.stevens@wustl.edu.

Application Requirements: Please send your resume, a cover letter, and a sample map or data analysis to Jes Stevens, j.stevens@wustl.edu.