



## **NJ DEPARTMENT OF ENVIRONMENTAL PROTECTION SPARK PROFESSIONAL INTERNSHIP PROGRAM NOTICE OF VACANCY**

**Title:** Tidelands Intern

**Posting Number:** WLM-2024-3i

**Opening Date:** December 14, 2023

**Closing Date:** March 13, 2024

**Approximate Start Date of Internship:** June 3, 2024

**Approximate Duration of Internship:** 8-12 weeks

**Existing Vacancies:** Two (2)

**Location:** 501 East State Street, Trenton, NJ

**Program:** Division of Watershed Protection and Restoration-Bureau of Tidelands

**Internship Hours Per Week:** Fully in-person 21-35 hours per week

**Hourly Rate:** Sliding Scale based on Education Level (\$16-\$21 Per Hour).

**Program Description:** The Bureau of Tidelands Management within the DEP oversees the management of all Tidelands, also known as riparian lands, which includes all lands that are now or were formally flowed by the tide. These lands are held in trust for all the citizens of the state and the private use and occupation of these lands requires approval in the form of a rental agreement (called a license or lease) or sale of the property (called a grant).

**Project Description:** Assist the bureau in the creation and preparation of the Tidelands Technical Manual. Arrange the document into sections or chapters with a written narrative detailing each topic with links to other related information or materials.

**Specific to the Position:** This includes research of historical maps and other documents, aerial photographs, surveys, case law, property records and deeds, property appraisals, land use laws

and regulations for development within the coastal area, bureau policies and procedures, instructions for applications, and other guidance.

**Required Area of Study:** Seeking Individuals enrolled at an accredited university / college student a variety of majors including environmental or marine science, geography, history, pre-law, communications, and English.

**Preferred skills:** Writing, organization, research, computer skills, and web design. Other skills include geography and GIS, real estate, and a general interest and familiarity with the coastal regions and history of the state.

**License:** Appointee will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform the essential duties of the position.

**Residency:** All persons newly hired on or after September 1, 2011, have one year from the date of employment to establish, and then maintain principal residence in the State of New Jersey subject to the provisions of N.J.S.A. 52:14-7 (L.2011, Chapter 70), also known as the "New Jersey First Act".

**Authorization to Work:** Selected candidates must be authorized to work in the United States per the Department of Homeland Security, United States Citizenship, and Immigration Services regulations. Note: The State of New Jersey does not provide sponsorship for citizenship to the United States.

**Veteran's Preference:** To qualify for New Jersey Veteran's Preference/status, you must establish Veteran's Preference through the Department of Military and Veterans' Affairs. Please submit proof of your Veteran's Preference along with your resume as indicated below. For more information, please visit <https://nj.gov/military/veterans/services/civil-service/preference/>

**Submit Resume and Internship Information Form by 4:00PM on the closing date to:**

NJDEP Internship Coordination Team

[DEPinternships@dep.nj.gov](mailto:DEPinternships@dep.nj.gov)

*Please include the title and posting # of this Notice of Vacancy in subject line of your e-mail.*

**The New Jersey Department of Environmental Protection is an Equal Opportunity Employer and is committed to inclusive hiring and a diverse workforce. We strongly encourage people from all backgrounds to apply. Accommodation under ADA will be provided upon request.**