

MORPC/OSU CITY & REGIONAL PLANNING SUMMER UNDERGRADUATE INTERNSHIP PROGRAM

MORPC and OSU have formed a new collaborative partnership in order to offer a summer undergraduate internship program for undergraduate students majoring in City & Regional Planning to work for public entities over the summer after they have taken at least one studio course.

How it Works

1. Public entities in Central Ohio submit an application to MORPC for assistance from City & Regional Planning undergraduate students.
2. At the same time, students apply to be considered for the program.
3. OSU pre-selects its top undergraduate planning students and forwards those students on to MORPC to be considered for the available internships.
4. MORPC selects and places students in the internships.
5. Students are hired by the public entity; it is a paid internship.

Student Qualifications

To qualify, students must meet all of the below qualifications:

1. **Studio Course:** Students must have completed at least one studio or be registered to take a studio that will take place prior to the summer internship (i.e. during spring semester)
2. **Graduation:** The earliest that students can plan to graduate is one semester after the summer internship (i.e. fall semester or later).
3. **Transportation:** Students must be able to attain access to reliable personal transportation to and from work.
4. **Application:** Students must fill out this application and submit with a one page resume by the posted deadline in the application.

Potential Employers

Local and regional governmental entities and some not-for-profit entities in Central Ohio will be the potential clients. MORPC will conduct an application process with the entities apply for student assistance and select the projects. The public entities will then hire the student(s), so the student(s) will be their direct employee(s).

Orientation

Upon selection and placement into an internship and prior to beginning the internship, students must participate in a 1-day orientation at MORPC. The orientation will include instructions on how to perform in an internship and other information, such as regional information from MORPC. Attendance is a requirement to participate in the program.

Project

Each student will have a specific project to work on, as identified in by the public entity. The student will report to the local government's office to perform the work; the project will be planning-related with a well-defined scope of work that can be accomplished in the summer timeframe. MORPC will connect project types with students' areas of interest, as delineated in the application.

Deadline

The deadline to apply to be considered for the summer internship program is December 1.

Questions

Please email questions to Kim Burton at burton.90@osu.edu.

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Date	
Name	
OSU Email	
Phone	
Address	

Check the following qualifications that you meet: (you must be able to check all boxes to qualify)

- I have completed (or will complete in the spring) at least one CRP studio prior to the summer internship.
- The earliest that I will graduate is fall semester after the summer internship.
- I will have access to reliable personal transportation to and from my internship.

Check one or more of the below focus areas that you would like to work on in an internship: (you can check as many as you would like)

- | | |
|---|---|
| <input type="checkbox"/> Community Development | <input type="checkbox"/> Policy / Legislation |
| <input type="checkbox"/> Data Analysis / Research | <input type="checkbox"/> Public Involvement / Advocacy |
| <input type="checkbox"/> Economic Development | <input type="checkbox"/> Public Transit |
| <input type="checkbox"/> Energy | <input type="checkbox"/> Site Planning / Site Development |
| <input type="checkbox"/> Environment | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Food / Public Health | <input type="checkbox"/> Transportation / Multi-Modal |
| <input type="checkbox"/> GIS | <input type="checkbox"/> Urban Design |
| <input type="checkbox"/> Historic Preservation | <input type="checkbox"/> Zoning / Development Regulations |
| <input type="checkbox"/> Housing | <input type="checkbox"/> Other: _____ |

Check if you would prefer a part-time and/or full-time internship: (you can check both)

- Part-Time
- Full-Time

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Name	
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Rate your skills in the following areas:

Skill / Software	Expert	Good	Novice	N/A
Adobe Creative Suite				
AutoCAD				
GIS				
Graphic Design				
Microsoft Word, Excel, PPT				
Professional Writing				
Public Speaking				
Research / Data Analysis				
Sketchup				
Social Media				
Other: _____				
Other: _____				

Write a short paragraph describing why you are interested in this internship program:

Write a short paragraph describing your planning experience: (you can include school work)