

The mission of the Department of Conservation and Recreation's Natural Heritage Program (DCR) is the conservation of Virginia's biodiversity. DCR collects and maintains comprehensive information on Virginia's rare and endangered plant and animal species and exemplary natural communities and uses this information to establish natural area conservation priorities, further the protection of these resources, and facilitate wise economic development. See our website for more information: <http://www.dcr.virginia.gov/natural-heritage/>.

The environmental review team reviews approximately 3,000 projects (development and conservation) annually providing information and recommendations in avoiding and minimizing impacts to natural heritage resources (rare animals and plants, significant communities and karst-caves, sinkholes, sinking streams, large springs). The Project Review Assistant Internship duties will include but are not limited to, file management, project entry in an Access database, heads-up digitizing and querying in ArcGIS Pro, reviewing projects against GIS maps and files, coordinating with DCR staff and following up with clients, and researching and writing comment letters. Valuable experience will be gained in applying environmental policy, biology, geography, ecology, and conservation biology concepts in a work environment. Technical experience opportunities will include ArcGIS, Access, and Microsoft Office Suite. The internship is for **two semesters** with college credit offered in the first semester based on university/college criteria and if our budget allows, a paid wage position in the second semester. We request interns work at least 20 hours a week.

If interested, please send a resume and cover letter to René Hypes, Natural Heritage Environmental Review Coordinator at [rene.hypes@dcr.virginia.gov](mailto:rene.hypes@dcr.virginia.gov) by **April 1, 2025**. The internship will be awarded in **Summer 2025**.