



## **Municipality of the District of Lunenburg**

### **Job Description**

#### **Position**

Engineering Intern

#### **Position Overview**

The intern will support work across several active municipal initiatives, including:

- **Cookville Wastewater Treatment Facility** – energy-efficient upgrades, environmental monitoring, and climate-ready operations
- **Osprey Village Water Tower Project** – drinking water infrastructure and tender preparation
- **Active Transportation Infrastructure Program** – low-carbon mobility, safe streets, and climate-ready design

#### **Job Responsibilities**

##### **Infrastructure, Energy Efficiency & Climate Resilience**

- Support implementation and oversight of energy-efficient infrastructure upgrades
- Assist with review of solar-ready and low-carbon facility design standards
- Support climate-resilient infrastructure planning and post-disaster recovery considerations

##### **Operations, Monitoring & Environmental Protection**

- Assist with wastewater system performance monitoring
- Support wastewater quality sampling, laboratory testing, and data analysis
- Assist with environmental monitoring, compliance tracking, and reporting
- Support oversight of air quality filtration and emissions control systems
- Collect and analyze operational and performance data

### **Tendering, Procurement & Project Support**

- Assist with preparation and review of tender documents for municipal infrastructure projects
- Support development of technical specifications and performance requirements
- Assist with evaluation criteria related to sustainability, climate resilience, and environmental performance
- Support contractor qualification and procurement processes

### **Research & Best Practices**

- Review infrastructure design options, materials, and construction methods
- Review environmental performance, durability, and lifecycle sustainability of infrastructure alternatives
- Review best practices related to water quality protection, corrosion prevention, and long-life asset design
- Support climate lens and risk screening analyses

### **Communications & Public Engagement**

- Work with municipal staff to help prepare public-facing materials explaining infrastructure projects
  - Assist with maps, visuals, infographics, and educational content
  - Support public information sessions, facility tours, and community outreach
  - Help translate technical engineering information into clear, accessible public communication
- Any other duties as may be reasonably assigned.

### **Team Responsibilities**

- Promotes a positive and productive work environment for staff in the office. Ensures a spirit of teamwork exists by promoting the benefits of collaboration and consultation.
- Liaise with stakeholders, regulatory agencies, consultants, MODL staff, Councillors and public.
- Incorporates Occupational Health and Safety Act, applicable regulations, and MODL's safety programs into all work; attends and participate in departmental meetings.

**Essential Criteria and Competencies**

- Currently enrolled in, or recently graduated from, a post-secondary program in Engineering or Environmental Science.
- Strong interest in climate action, sustainability, and public infrastructure
- Familiarity with environmental monitoring, data analysis, or engineering principles is an asset
- Strong written and verbal communication skills
- Ability to work independently and as part of a multidisciplinary team

**Direct Reporting Hierarchy**

Reports to Municipal Engineer  
Supervising Others: None

**Position Category**

- Full time
- Term – 16 weeks
- Based on 35 hours per week

**Work Conditions**

- Combination of Office environment and work in the field.
- Required to work with Management, Staff, Council, and a range of stakeholders, with complex priorities and perspectives.

Record of Revision	Date	CAO Approval
Original		