

## Shelter Design Research and Evaluation Internship

College to County Intern 2023 - Joint Office of Homeless Services

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**Pay Rate:** \$24 per hour

**Job Type:** Temporary College Intern

**Duration:** Summer 2023 - 12 weeks

**Hours:** 20 - 40 hours a week

**Telework:** *Fully remote with opportunities for site visits across the County as required or desired*

**Building Physical Location:** *n/a*

**Does This Position Require Driving a County Vehicle? If so, please explain why and frequency:**No

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### What Does the Joint Office of Homeless Do?

*The Joint Office oversees the delivery of services to people experiencing homelessness in Multnomah County. The office represents a shared commitment between Multnomah County and the City of Portland to make it easier for those in need to access services and housing.*

Link to the Joint Office [Website](#)

### Internship Description & Responsibilities:

This position will work with the JOHS Shelter Development Team to conduct research on best practices on shelter design and accessibility, key physical amenities in shelters, and opportunities across Multnomah County, in addition to assisting on existing shelter development projects.

- Work with the JOHS Shelter Development team to identify research topic(s) and conduct research on topics through an

equity lens including: best practices in shelter design and the built environment; trauma-informed design; types of shelters; building resilience and severe weather preparation; key shelter amenities and accessibility; community support and involvement in sheltering; alternative models of sheltering; and shelter to affordable housing transition.

- Liaise with JOHS teams and positions to determine existing best practices and draft policy documents as relevant.
- Assist Shelter Development Team members with shelter projects, including: identifying new shelter opportunities; liaising with City and County partners; conducting reviews on existing shelters and troubleshooting facilities-related issues; assisting with construction and development review of shelter changes; participate in regular project meetings on shelter development projects.
- Assist Facilities Manager with research, recordkeeping, updates, communication, and implementation of capital improvement and maintenance projects for JOHS-owned and leased facilities.
- Assist JOHS Facilities manager with communication around existing and new capital development improvement projects and maintenance inquiries

### **Learning Outcomes:**

- Coordinating a project with you that will be mutually beneficial for you and Multnomah County.
- Connecting you to key staff who can help deepen your understanding of public service.
- Gain valuable applied experience and make connections in professional fields you are considering for career paths.

### **Education and Minimum Qualifications:**

- Candidates should have completed or enrolled in a college/university academic institution.
- Ability to both follow directions and work independently
- Able to conduct research and identify sources of information
- Skills in communicating clearly in writing
- Ability to view choices through an equity lens
- Preferred areas of study or interest include public policy, architecture, engineering, community development, public health, equity, sociology, sustainability, urban and public affairs
- Promote a culture of respect, inclusiveness, and appreciation of diverse perspectives, backgrounds, and values ([Link to Equity and Empowerment Lens](#))

### **Workforce Equity:**

Our Commitment to Safety, Trust and Belonging: Multnomah County is committed to developing, nurturing and continually improving workforce equity by identifying and addressing the structural and policy barriers to equal employment opportunity faced by our employees and communities. Learn more by reading our [Workforce Equity Strategic Plan](#) and exploring our [Core Competencies](#) for all County employees.

**COVID-19 Vaccination Requirement:** To protect the health of the community and employees, Multnomah County requires employees to be fully vaccinated against COVID-19 or have an approved medical or religious exception as a qualification of employment.

The rule applies to all employees, as allowable by law. Candidates who receive an offer of County employment must provide proof of vaccination upon hire or submit an exception request prior to their start date.

### **Veterans' Preference:**

Under Oregon Law, qualifying veterans may apply for veterans' preference for this recruitment. Review our [veterans' preference website](#) for details about eligibility and how to apply.

For veterans qualified for Veterans' Preference: If you believe you have skills that would transfer well to this position and/or special qualifications that relate to this position, please list those skills and/or qualifications.



**Accommodation under the Americans with Disabilities Act:** We gladly provide reasonable accommodation to anyone whose specific disability prevents them from completing an application or participating in this recruitment process. Please contact the recruiter below in advance to request assistance. Individuals with hearing or speech impairments may contact the recruiter through the Telecommunications Relay Service by dialing 711.

**Application Instructions:**

Please fill out and submit an application for this position through the form also located on this [website](#). The deadline for submitting an online application is April 2, 2023.