



**Division of Social Justice  
Environmental Protection Bureau - Albany  
Undergraduate & Graduate Students  
Geographic Information Systems (GIS) Internship  
Reference No: EPB\_VUGS/GIS\_ALB**

The [Environmental Protection Bureau \(EPB\)](#) of the Office of the New York State Attorney General (“OAG”) in Albany is seeking an undergraduate or graduate student who knows how to use ESRI ArcGIS (GIS) software. The internship is unpaid and the student would work a minimum of 15 hours/week for school credit or as a volunteer. This position is located in Albany, NY and is available for the fall or spring semesters as well as the summer.

The EPB is responsible for enforcing state and federal criminal and civil environmental laws, and has the power to file lawsuits on behalf of the State of New York to protect the public health and environment. We also investigate and respond to citizen complaints, and prepare reports and brochures on environmental issues.

GIS interns may assist OAG staff in researching and evaluating environmental issues. They may use the internet, review scientific journals and communicate with experts, government staff and concerned citizens. They may also prepare reports discussing findings and recommendations. In addition, interns gain experience working with government, non-profit environmental organizations, and experts in the field. Interns are paired with scientists who work closely with them to provide mentoring, guidance and advice, thereby facilitating learning and performance. Qualities we look for include science skills, intellectual curiosity, strong initiative, and effective writing and communication skills.

**Additionally, the intern will apply GIS to environmental studies and may, among other things:**

- Research, request, download and organize databases or GIS datasets
- Geo-reference images such as historical aerial photos, maps, or other images
- Prepare GIS figures or maps, based on environmental or other data, for presentations or litigation
- Possibly participate in field work activities

*We can train the student in performing some of these tasks.*

*Candidates from diverse backgrounds are encouraged to apply.  
The OAG is an equal opportunity employer and is committed to workplace diversity.*

**HOW TO APPLY**

**Applications are being received online.** To apply, please click on this link: [EPB\\_VUGS/GIS\\_ALB](#);

Applicants will be taken to the online application page for this position. Applicants must be prepared to

submit a complete application consisting of the following:

- **Cover Letter** (*You may address to Sandra Jefferson Grannum, Esq., Bureau Chief, Legal Recruitment*)
- **Resume**
- **List of three (3) references with address, phone number, email address, relation to the applicant (e.g., professor, supervisor, etc.), and when the applicant worked for the reference**

*Please note: Failure to submit a complete application will delay the consideration of your application.*

If you have questions regarding a position with the OAG and the application process or you need assistance with submitting your application, please contact the Legal Recruitment Bureau at [recruitment@ag.ny.gov](mailto:recruitment@ag.ny.gov).

For more information about the OAG, please visit our website: [www.ag.ny.gov](http://www.ag.ny.gov)