



Internship Posting: Middle Housing Outreach

The City of Eugene Planning Division includes current and long-range planning teams. We strive to promote a livable, sustainable, beautiful, and prosperous Eugene by facilitating a long-range vision for the community that is implemented through adopted plans, policies, codes and partnerships.

The Planning Team works to:

- Increase community livability and quality of life through managed growth that is consistent with the pillars of [Envision Eugene](#).
- Facilitate development that incorporates quality urban design and protection of historic and natural resources.
- Facilitate community dialogue and understanding of land use planning issues.
- Ensure that development standards of the land use code are met with each development.
- Collaborate with neighboring jurisdictions to provide regional comprehensive planning.
- Continually adjust and improve policies and regulations, through ongoing monitoring of land use factors, to better meet community best outcomes.

Internship Description

The focus of this internship is to develop community engagement materials for the [Middle Housing implementation project](#). In 2019, the Oregon Legislature passed House Bill 2001; the first statewide bill to require municipalities to allow middle housing (like duplexes, triplexes, and cottage clusters) in more places in their communities. This summer, staff will be focused on having conversations with the public about what the bill requires and what middle housing is, including existing examples from Eugene. This internship offers an opportunity to learn about planning and public involvement with highly engaged community organizations and professional staff.

Tasks may include:

- Developing website content and online communication tools.
- Coordinating outreach activities and producing outreach materials.
- Other planning related activities and exposure to various forms of public engagement, meetings, and forums with elected, appointed, and neighborhood bodies.



Qualifications

Prior planning work experience is not essential, but applicants should be working toward a degree with major course work in public policy, planning, design, communications, or a related field. Those with interests in housing, planning, public involvement, community development, or local government may be most interested in the position. Skill sets in community outreach and engagement, graphic design, technical writing, research, policy analysis and Geographical Information Systems (GIS) will be beneficial. Applicants should be familiar with land use planning in Oregon and be able to communicate clearly and concisely both verbally and in writing. Applicants should be comfortable and capable working in various settings, independently, with a staff team, and with members of the public. Spanish language skills will be considered an asset. Willingness to learn and adapt quickly to city practices and regulations related to planning and public policy is also helpful.

Hours, Work Environment and Compensation

This internship requires 10-15 hours per week, beginning in late March early April 2020. It is anticipated that the intern will have an important role in developing outreach materials for summer engagement. This will include creating educational components, activities, and more. By mutual agreement, the internship will continue into the summer quarter, ending in late September 2020, so that the intern can be involved through summer outreach period of the project. The exact schedule will be determined in consultation between the successful applicant and the supervisor. All activities will be carried out in a professional and welcoming public-sector team environment. A computer, work station and all other necessary equipment will be provided by the City of Eugene. This is an unpaid position but the intern will receive a small honorarium.

Application Instructions

If you are interested in this internship, please submit your cover letter, resume, and completed application form to Sophie McGinley at SMcginley@eugene-or.gov by March 20 at 11:59 pm for first consideration. Interviews will be scheduled shortly thereafter. Application forms and other information about the internship program can be found at: www.eugene-or.gov/planningintern. This position will remain open until filled.