

DISTRICT OF COLUMBIA
HOMELAND SECURITY & EMERGENCY MANAGEMENT AGENCY

Paid Internship Opportunity – Information Technology Bureau

Duration of Internship: September 3, 2018- December 14,2018

Compensation: Stipend

The District of Columbia **Homeland Security and Emergency Management Agency** (HSEMA) manages and coordinates the District’s unified prevention, protection, response, mitigation, and recovery efforts for all disasters, whether natural or man-made, that occur in the District of Columbia.

HSEMA is looking for highly-skilled **undergraduate** and **graduate** students who are interested in homeland security and emergency management processes and how these practices protect life and property. Particularly HSEMA is looking for students interested in or majoring in the following fields:

- Emergency Management/Homeland Security
- Information Technology/Computer Science
- Public Administration/Policy
- Public Communication/Relations
- Geographic Information Systems

As an intern you will have the opportunity to work for a dynamic agency that is nationally-recognized as a leader in homeland security and emergency management practices.

Position With: Information Technology (IT) Bureau

Description of Opportunity

The Information Technology (IT) Bureau is the technology support service of HSEMA. The agency uses a variety of technologies including computer systems, radio and telecommunications, closed circuit television, other audiovisual systems, and mobile command vehicles. Successful candidates will be part of an experienced team of IT Professionals and will provide assistance in various functions of the IT department working with the lead IT specialist on ad-hoc research requests, troubleshooting, asset management and mapping within the agency.

Qualifications

- A) Demonstrated interest in emergency management and homeland security issues
- B) Excellent organizational skills
- C) Demonstrated problem-solving skills
- D) Must be a highly motivated self-starter
- E) Command of Microsoft Office Suite

** Interns may be asked to work outside of normal business hours including weekends and holidays*

To **apply**, submit a cover letter, resume 1 signed letter of recommendation to hsema.internship@dc.gov indicating the particular Internship Opportunity being applied for in the email subject line by

Sunday August 5,2018

NOTE: Applicants must be US citizens and are subject to a background check