

**BCDCOG Paid Planning Internship (Summer 2023)**  
**North Charleston, South Carolina**

Background

The Berkeley-Charleston-Dorchester Council of Governments (BCDCOG) is a regional planning agency located in North Charleston, SC. BCDCOG provides a wide variety of land use, multimodal transportation, environmental, economic development, and community development services to improve the quality of life in the tri-county area.

BCDCOG has a planning internship opening in its Planning Services department for current and recently graduated students to gain hands-on experience with regional planning activities during Summer 2023 (May 2023 through August 2023). Ongoing projects include:

- CHATS *Congestion Management Process* update
- CHATS *Electric Vehicle Infrastructure Strategy*
- CHATS *Intelligent Transportation Systems (ITS) Architecture*
- CHATS *Long-range Transportation Plan* update
- BCDCOG regional micromobility plan update
- Comprehensive plan updates for Awendaw and Moncks Corner

Responsibilities

The planning intern will assist professional planning staff in the Planning Services department by conducting research, collecting and analyzing data, developing maps and graphics, preparing for public outreach events, and drafting reports. BCDCOG will strive to align tasks with planning intern's course work and career interests, if possible. Intern schedules are part-time, with flexible hours ranging from 15-28 hours/week.

Qualifications

Coursework or project experience in research, data management, communications (written/verbal), and presentations. Proficiency in Microsoft Outlook products is highly desired, especially Microsoft Excel. Working knowledge of mapping software (ArcGIS) or graphics software (Adobe Creative Suites) is desired but not required. Ability to lift and carry data collection equipment (50 lbs) and work outside for short periods of time is also desired but not required.

Preference will be given to applicants that are currently enrolled in or recently graduated from a bachelors or masters degree program, but students enrolled in an associate degree program are encouraged to apply. Highly relevant courses of study include, but are not limited to, city and regional planning, civil/transportation engineering, historic preservation, public administration, data science, environmental science, statistics, sustainability, and urban studies.

Compensation will be commensurate with qualifications.

How to Apply

Email resumes to Kathryn Basha ([kathrynb@bcdcog.com](mailto:kathrynb@bcdcog.com)) or send by mail to BCDCOG's office (5790 Casper Padgett Way, North Charleston, 29406).