



REGIONAL PLANNING COMMISSION JEFFERSON, ORLEANS, PLAQUEMINES, ST BERNARD, ST TAMMANY, TANGIPAHOA, ST. CHARLES, AND ST. JOHN THE BAPTIST PARISHES

The Regional Planning Commission is an equal opportunity employer. It is the stated policy of the Commission to provide equal employment opportunities for all persons, regardless of sex, gender identity, race, color, religion, sexual orientation, national origin, political affiliation, disability, marital status, age, creed, culture, or ancestry including, but not limited to, hiring, promotion, tenure, recruitment or compensation. The Commission shall abide by all federal and state laws and executive orders pertaining to fair employment practices.

Position: Clean Cities and Communities Workforce Development Intern

The Regional Planning Commission (RPC) is seeking intern candidates for RPC's Southeast Louisiana Clean Fuel Partnership program (SLCFP), a U.S. Department of Energy (DOE) initiative that supports efforts to incorporate alternative fuels and advanced transportation technologies in fleet operations. The selected intern will assist with the Clean Fuel Partnership's marketing, communications, clean transportation planning, and outreach efforts. This internship is funded through the Clean Cities and Communities Workforce Development Program through Argonne National Laboratory. Work will be completed in person at the RPC's office at 10 Veterans Memorial Blvd. New Orleans, LA 70124.

About the Regional Planning Commission:

The Regional Planning Commission is a group of local elected officials and citizen members from eight parishes in southeast Louisiana, appointed to represent the region on multi-parish issues including the environment, transportation, and economic development. Among other things, the RPC serves as the Metropolitan Planning Organization for the New Orleans, Slidell, Mandeville-Covington, and Tangipahoa Parish urbanized areas. As the MPO, RPC guides federal transportation funding and policy in the region.

About the Southeast Louisiana Clean Fuel Partnership:

The overall goal of the SLCFP is to reduce harmful emissions in the New Orleans region and do so by providing the space and resources for regional collaboration and technical assistance. The SLCFP coordinates resources and stakeholders in the Southeast Louisiana region to promote and implement the use of alternative fuels and other measures to reduce emissions and improve our environment.

Qualifications:

- Junior or Senior Undergraduate or Graduate Student in relevant field of study
- Focus and/or major in Environmental Studies, Sustainability, Marketing, Public Outreach, Communications, Urban and Regional Planning, Public Health, Public Administration or related field
- Able to work at RPC's office location for 15-20 hours per week at 10 Veterans Memorial Blvd. New Orleans, LA 70124
- Interest in organizing and marketing events
- Interest in sustainable transportation practices
- Able to collect and analyze data
- Able to communicate effectively both in person and in writing
- Excellent professional writing skills, including note taking, preparing meeting and research summaries, crafting emails, and creating/updating outreach materials
- Able to frame outreach messages to reach a specified target audience
- Strong organizational skills with attention to detail
- Competent in standard Microsoft Office programs, including Access

- Able to learn new computer programs as needed

Job Description:

The selected Intern will have the opportunity to assist with the outreach efforts of the Southeast Clean Fuel Partnership and learn about effective strategies for promoting and implementing environmental projects with a variety of stakeholders. Below are examples of projects and tasks the intern will be involved in. Other tasks may be assigned during the internship in order to facilitate the Clean Fuel Partnership's outreach efforts. All work will be performed under the supervision of the Clean Fuel Partnership Coordinator and RPC Planners.

Work on bringing Renewable Diesel as an Alternative Fuel option to Louisiana

- Conduct outreach to diesel fleets that will help inform fleets about renewable diesel and host listening sessions to understand the needs of these fleets
- Analyze vehicle registration data and emissions data to determine the number of diesel fleets and equipment operators in the region
- Help identify and contact diesel fleets to participate in surveys and listening sessions
- Perform research on existing renewable diesel credits and incentives
- Help with activities such as tabling at events, attending roundtables, and listening sessions to support Renewable Diesel in Louisiana

Help support the EV Readiness Roundtable and Regional EV Outreach:

- Help identify and contact local dealerships and OEMs to determine EV education needs in the region
- Create a contact list of dealerships and help perform outreach to dealerships to understand the current EV market and help provide resources to dealerships
- Assist the Coalition Director with expanding EV Education in the region, which will include a mix of tabling, surveys, and one-on-one stakeholder meetings
- Help identify and contact EV charging hosts and sites
- Help prepare outreach materials for EV Roundtable and additional EV-focused events including email blasts, newsletters, LinkedIn posts, handouts, and interactive event materials

Conduct additional SLCFP outreach and engagement:

- Ensure SLCFP has an active presence on social media, beginning with LinkedIn
- Create newsletter and website templates in Canva and additional design platforms
- Identify additional organizations which the SLCFP can engage and attend appropriate events

Timeframe: Candidates must be able to commit a total of 7 paid weeks in the fall semester with an option to continue through the spring semester. Students will work either 15 or 20 hours each week during the fall or spring terms unless a special exception or alternate work arrangement is pre-approved by Argonne National Laboratory. Interns will receive one week of unpaid time off in the fall and spring semesters. If intern performs favorably in the Fall semester there will be an opportunity to continue the internship in the Spring semester.

Compensation:

The intern will work 15 to 20 hours per week.

Undergraduate Student compensation: \$15 an hour

Graduate Student compensation: \$18 an hour

How to Apply:

Applications may be submitted directly to the RPC until August 14, 2026, at 5:00 pm CST by emailing a resume and cover letter to slcfp@norpc.org.

Start Date: September 8, 2026

Completion Date: December 18, 2026 for Fall 2026 or April 30, 2026 should the internship continue through the Spring Semester.