The Dane G. Hansen Foundation & K-State Research and Extension internship gives college students the opportunity to link classroom learning with a pre-professional work experience. The intern(s) will work with property and business owners in Lincoln County, KS to help develop improvement plans for downtown storefronts and public buildings.

**TITLE:** Lincoln County Downtown Revitalization Community Intern

**LOCATION:** Lincoln, KS

**PROJECT DESCRIPTION:** Attractive and well-maintained storefronts and buildings are critical to the survival of small town businesses. Property owners often defer maintenance on their buildings due to not having enough time, money or knowledge to deal with the problems. To address these issues, an intern(s) will work with property owners to design and develop improvement plans for downtown storefronts and public buildings. Historic designations for both downtown Lincoln and downtown Sylvan Grove are in process so all plans will complement the unique and historic "post rock" limestone architecture present throughout the county.

**APPLICATION DEADLINE:** Friday, January 31, 2020

**EMPLOYMENT:** May 26, 2020 to August 1, 2020 or as negotiated with K-State Research and Extension and the Lincoln County Economic Development Foundation

**RESPONSIBILITIES:**
- Meet with property owners to identify primary issues and goals of the projects along with timelines and budget requirements.
- Conduct field work to document the existing conditions of properties through field sketches, measurements and photography.
- Develop schematic design packages including 2D or 3D renderings that follow historic preservation principals with annotations of recommendations for storefront improvements and renovations (such as window or masonry repairs, signage recommendations, etc.) and product examples (such as paint samples and awning fabric swatches).
- Develop cost estimates by working with local contractors and/or suppliers to develop estimates that can be used in grant and historic tax credit applications.
- Assist property owners in writing grant and historic tax credit applications.
- As time allows, assist with other community visioning projects such as development or redesign a softball field.
- Meet with local boards and civic organizations as needed to explain and promote the downtown projects.
- Community service or volunteering with a community organization is highly encouraged. This would be outside of the scope of the designated project and working hours.
- Participate in any professional staff development that may be available.
- Complete other responsibilities assigned by the mentoring supervisor.

This position may require travel connected with official duties, including attendance at night and weekend meetings, participation in out-of-county events, access to a personal vehicle, and a driver’s license. The intern will be required to provide their own computer with software such as Revit, SketchUp, AutoCAD, Adobe Photoshop and Illustrator.
QUALIFICATIONS
• Completion of at least six university semesters at any college or university.
• Students enrolled in the College of Architecture, Planning & Design or Interior Design.
• Ability to communicate effectively, both orally and in writing, with individuals, groups, and through mass media and social media.
• Self-motivation and ability to work with minimum supervision.
• Experience working with individuals, groups, and co-workers to accomplish individual and/or group goals, as evidenced by previous leadership roles.
• Students with a strong interest in historic preservation and understanding of preservation design principals are preferred.
• Students from NW Kansas are preferred.

SALARY AND BENEFITS
$20.00 per hour. 40 hours per week. Maximum 400 hours

HOUSING
The Lincoln County Economic Development Foundation will secure and pay for the cost of housing (pet free).

APPLICATION PROCEDURE
Submit cover letter, resume, transcripts and list of references as one document. Submission of an online portfolio as a separate document is also required. Submit to: nsigle@ksu.edu.

For more information about the position, contact Kelly Larson, Lincoln County Economic Development Foundation, Executive Director, 785-524-8954, lcedfdirector@outlook.com or Nadine Sigle, K-State Research and Extension, Community Vitality Extension Specialist, 785-346-6256, nsigle@ksu.edu.

For more information about K-State Research and Extension, visit: www.ksre.k-state.edu

APPROXIMATE TIMELINE
January 31, 2020 Application deadline
February 1 – 28, 2020 Interviews conducted
March, 2020 Offers made to applicants
May 26, 2020 Internship start date

EQUAL EMPLOYMENT OPPORTUNITY: Kansas State University is an Equal Opportunity Employer of individuals with disabilities and protected veterans and actively seeks diversity among its employees.

Nadine Sigle
Community Vitality Extension Specialist