Title: Transportation Planning Internship

Organization: Networks Northwest

Location: Traverse City, MI (Flexible/Hybrid position with some in-office and field work required)

Duration: Summer 2026 (Start date no later than Monday, May 11, 2026; end date mid-late August with some flexibility – approximately 12-16 weeks)

Hours: Part-time - approximately 20-30 hours per week with some

flexibility **Compensation:** Paid Internship - $18 per hour

About Networks Northwest:

Founded in 1974, Networks Northwest facilitates and manages various business, workforce, and community programs for the 10 counties of Northwest Michigan. Our mission is to build stronger communities and enhance the quality of life in Northwest Michigan. We support regional transportation planning efforts by working with local, state, and federal partners to develop long range transportation plans, coordinate road funding, and ensure sustainable and efficient transportation systems. This internship provides a hands-on opportunity to contribute to meaningful transportation planning initiatives. Learn more at www.networksnorthwest.org.

Position Overview:

The Transportation Planning Intern will assist with road condition data collection, research, data analysis, mapping, public engagement, and other planning efforts related to regional transportation initiatives. This role is ideal for students or recent graduates interested in urban planning, transportation engineering, geography, or related fields.

Key Responsibilities:

- Collect road data for the Transportation Asset Management Council (TAMC) by accompanying representatives from various counties within the Networks Northwest 10- county region, as well as MDOT representatives, during road assessments.
- Complete Pavement and Surface Evaluation Ratings (PASER) training and apply acquired knowledge to assess real-time road conditions and accurately rate road infrastructure. • Ride in a vehicle for extended periods while using a laptop to collect and enter road condition data in real time.
- Assist with data collection, analysis, and visualization related to transportation planning projects.
- Help organize and facilitate public engagement activities, including meetings, surveys,

and outreach materials as needed.

• Support transportation-related research and policy analysis.

Preferred Qualifications:

• Current student or recent graduate (high school or college) pursuing, having completed coursework in, or demonstrating an interest in Urban and Regional Planning, Public Administration, Transportation Planning, Geography, Civil Engineering, Environmental Science, or a related field.

• Strong or developing research, data collection, and analytical skills.

• Ability to work independently and as part of a team.

• Familiarity with transportation policy, land use planning, or sustainability concepts is desirable but not required.

• Working knowledge of Microsoft Word and Excel and/or Google Docs and Sheets; familiarity with Adobe Creative Suite (InDesign, Acrobat Pro) is a plus but not required. • Exposure to or experience with GIS, data visualization tools, or transportation modeling software is a plus but not required.

Benefits of the Internship:

• Gain hands-on experience in regional transportation planning.

• Develop technical and professional skills in data collection and analysis. • Network with professionals in transportation, planning, and government agencies. • Potential academic credit (subject to university approval).

How to Apply:

Interested candidates should submit a resume and cover letter to **Cristal Guinan at cristal.guinan@networksnorthwest.org**. Applications will be reviewed on a rolling basis until the position is filled.

Networks Northwest is an Equal Opportunity Employer. We prohibit discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state, or local laws.