



To: Mountain Regional Water Administrative Control Board Members
From: Sam Grenlie, District Engineer
Date: October 22, 2026
Re: Water Resources Engineering Intern Job Description

Background

Jessica DiCaprio, Staff Engineer, has taken on additional project management and engineering responsibilities. The proposed intern position would provide support for routine technical tasks, particularly updating and maintaining the District's hydraulic model, so this work can continue alongside her project responsibilities.

The intern's primary duties would include model updates and calibration, integration of field test data, and simulations supporting fire flow, water quality, and system capacity evaluations. Additional support would include production and demand reporting, water loss analysis, and GIS and asset management data verification.

The internship is budgeted for approximately 32 hours per week during the summer, with potential part-time work during the school year. The schedule would be flexible to accommodate the intern's coursework.

Recommendation

Staff recommends approval of the attached Water Resources Engineering Intern job description.