

2023 Georgia County Internship Program Grant Recipient Counties

Athens-Clarke County

Videography and Photography Project: The intern will assist the public information office with the documentation and promotion of facilities, events, programs, staff, and other areas through photography and videography. The intern will also develop at least one standalone video of their own over the course of the internship for use on the government access channel and/or social media.

Augusta-Richmond County

Human Resources Project: The interns will gain real-world HR experience through a variety of projects. They will work with HR staff on activities including full-cycle recruiting, new-hire orientation, employment verification, training, and general HR management.

Baldwin County (First-Time Grant Recipient)

County Road Database Project: The intern will contribute to the updating of the Baldwin County Road Database, a web application and map. They will specifically create a records management system to facilitate the update, highlighting right-of-way widths, pavement widths, pavement types, and lengths. They will work directly with the County Engineer to develop tracking and management mechanisms.

Bartow County

Civil Engineering Project: The intern will assist the Engineering Department in a plan review of residential drainage and tertiary plans and support Erosion & Sedimentation inspections at larger developments. They will also be taught the fundamentals of AutoCAD, a key engineering software, and will use it to complete design revisions to the Bartow County Standard Construction Details.

Camden County

Fire Rescue Project: The intern will work with Camden County Fire Rescue to create an inventory of equipment and supplies. The intern will work across the ten stations in the county to audit and organize equipment and supplies including PPE, EMS, and fire supplies. Additionally, the intern will determine what items are in surplus and can be recycled or sold.

Planning and Development Project: The intern will work on a variety of tasks with the Planning Department. They will complete research and recordkeeping for technical data and assist with organizing and digitizing department records. Additionally, the intern will assist with the implementation of the GIS system through research, data entry, and site inspections.

Chatham County (First-Time Grant Recipient)

Diversity, Equity, Inclusion, and Accessibility (DEIA) Project (Joan Garner Health and Human Services Award): The intern will assist the DEIA Administrator with researching, developing, recommending, and executing strategies to foster the county's diversity goals. They will help develop county-wise DEIA programs and work alongside HR to build talent pipelines, diversity metrics, and reporting. Additionally, they will work with the Public Information Office to create social media content surrounding DEIA programming.

Septic Education and Awareness Project (Kundell Environmental Award): The intern will work with Chatham County Engineering staff to locate critical septic systems and assist in the development and dissemination of education materials for home and business owners. They will develop, coordinate, and host workshops and presentations for homeowners and community members. Additionally, the intern will create printed communications, educational materials, social media graphics, and a current database of septic system parcels.

Cherokee County

Community Development Project: The intern will work with the planning and zoning department to research accessory dwelling units (ADUs) as a potential solution to the affordable and workforce housing crisis. They will research ADUs and present findings to the Cherokee Planning Commission and Board of Commissioners. Additionally, they will develop a draft zoning ordinance to provide for ADUs and will take the ordinance through the public hearing process.

Cobb County

Solid Waste Project: The intern will work with staff on a sampling protocol to identify litter and its impact. They will focus on right-of-way observations, data collection, and cleanup assessments near the county line. They will also collaborate with neighboring Keep America Beautiful affiliates to conduct a litter index survey throughout the summer months.

Stream Monitoring Project: The interns will assist with daily operations and projects with the Cobb County Water System Stream Monitoring Program. A major project will include sampling water quality at stream sites and entering and analyzing collected data. They will also participate in fish assessment at streams and help sort and identify preserved macroinvertebrate samples.

Columbus-Muscogee County

Risk Management Project: The intern, working with the Risk Management team, will brainstorm, develop, and host a risk and safety awareness community event. They will help create an event to promote awareness of everyday risks and safety to citizens of all ages. They will coordinate with other departments to include demonstrations of water safety, fire safety, CPR/first aid, severe weather precautions, and safe driving.

Dougherty County

HR Employee Engagement Project: The intern will engage with HR managers to develop career ladders and career maps. The intern will review the organizational structure within each department and review skills, required knowledge, and experience within each level. They will also work the Public Information Office to develop visual presentations of each department's ladder.

Douglas County

Human Resources Project: The intern will work with the HR department and collaborate with the technology services team to gather information, research themes, and build a HR SharePoint site. They will conduct a needs analysis to determine what should be included in the site, present an outline to the HR leadership team, gather materials, and build the SharePoint site. They will also promote the site using a marketing plan and will host a post project review to evaluate success.

Community Planning Project: The intern will undertake work in research and policy development to support the recommendations of the 2023 Comprehensive Plan. They will conduct research across four focus areas: economic and workforce development, greenspace and trails, arts and creative placemaking, and housing.

Fayette County

State Court Solicitor General Legal Project: The intern will assist in all stages of the prosecution of misdemeanor cases. They will help in building case files for prosecutors and managing and preparing court calendars. They will be exposed to victim and non-victim cases and will also learn the case management system.

State Court Legal Project: Interns will receive a case of their own to work from start to finish on a particular issue. They will draft and finalize at least one order for a judge to review. They will analyze arguments, research the applicable law, and include what they learned about the specific facts of a case and the law into the order.

Laboratory and Compliance Project: The intern will work in the Water Quality Laboratory and receive training in operations of a drinking water laboratory. Specifically, the intern will assist with sampling for unregulated contaminants including per- and polyfluoroalkyl substances, which are currently the biggest issues facing the water and environmental industries.

Georgia Public Defender Legal Project: The interns will participate in various aspects of court proceedings for indigent felony cases. They will have the opportunity to write motions and advocate on clients' behalf before the court. They will also meet and speak with clients' family and community members to better understand cases and the legal system.

Glynn County

Communications Project: The intern will assist with Glynn County's online media communications and social media presence, specifically surrounding American Rescue Plan Act (ARPA) funds, and the 2022 SPLOST. They will create and update social media posting schedules, monitor trends and topics to integrate into the brand, and create original content and graphics. They will also draft news releases and update the county website as needed.

Capital Improvement Project: The intern will assist in creating a five-year capital improvement plan (CIP). They will work alongside Glynn County's director of project and business development to create pieces of the CIP. They will create an implementation program for the capital improvements, a statement of objectives, cost estimates and sources of revenue, and estimates of impact on county revenue.

Law Enforcement Training Project: The intern will assist the police department in developing a more robust training division. They will be responsible for creating presentations for training, assisting with lesson plan development, reviewing policies and procedures for training, and assisting with training modules and Patrol School curriculum development.

Henry County

Environmental Conservation Project: The intern will collaborate with Henry County Parks and Recreation to establish conservation efforts needed at Nash Farm, a 204-acre park with undisturbed greenspace, wetlands, and a pond and creek. The intern will research and identify ideal habitat conditions for local species of plants and animals. They will also take soil samples, survey land features, and test water content, in addition to coordinating activities and programs to allow the public to enjoy Nash Farm.

Planning and Zoning Project: The intern will be involved in long-range planning in the Planning & Zoning Department related to changes in the Unified Land Development Code (ULDC). The intern will communicate with county planners to identify code inconsistencies and make suggestions. They will conduct research on zoning codes from other jurisdictions and draft verbiage for code amendments.

SPLOST Project: The intern will shadow and assist in reviewing transportation plans and will learn how to review environmental assessment documents. With the SPLOST department, the intern will work on plan reviewing and will develop a checklist based on FHWA and GDOT guidelines. The checklist will be used to streamline reviews in the SPLOST department.

Stormwater Project: The interns will shadow, study, and document the work processes of the Henry County Stormwater Department. Through their research, they will create a standard of operations manual to use for streamlining workflow and customer service response time. They will work to write instructions and procedures for each position in the department and the processes that make the department function.

Transportation Planning Project: The intern will develop a wayfinding plan for Henry County Trails. The wayfinding plan will provide the details and specifications needed to take the Henry Trails logo and signs from the concept stage to physical signage along trails. They will research and review existing wayfinding plans and develop an original plan with specifications for colors, fonts, heights, dimensions, and general graphics for trail signage.

Jasper County

Keep Jasper Clean Project (Kundell Environmental Award): The intern will develop and launch a Keep Jasper Clean campaign. They will conduct research and create signs to be installed on roadways. Additionally, they will coordinate and attend public meetings to engage elected officials in the campaign and provide customer service support for the program.

Macon-Bibb County

Circuit Public Defender Project: The intern will complete research, interpretation, and management of client case files. They will also engage with Office of the Public Defender staff, observe court proceedings, interact with clients, and attend staff meetings.

County Attorney's Office Project: The interns will work alongside assistant county attorneys, assisting with both the legislation and litigation components of the county attorney's office. They will be assigned items of legislation and will then be responsible for coordinating with relevant officials and conducting legal research on pieces of legislation.

McDuffie County

GIS Specialist Project (Kundell Environmental Award): The intern will work to generate a GIS-based map of manholes, water valves, and water and sewer lines. They will review the current GIS platform, document specific data needs, and collect and enter necessary information. The intern will also conduct field data collection and input to complete missing data on the map.

Process Improvement Specialist: The intern will work on a much-needed review and revamp of procedures, policies, and processes related to customer-facing services provided through the county. They will complete a community strength and needs analysis and develop and initiate a plan for a website for Thomson-McDuffie County services. Additionally, the intern will evaluate current development and zoning guidelines in the historic district and make recommendations for updates.

Meriwether County

Probate Court Project: The intern will assist the court in hearing civil and criminal cases in probate and superior courts. They will perform research and preparation of files for court proceedings, interact with lawyers and the District Attorney, and assist with issuance of marriage licenses and other permits.

Superior Court Clerk Project: The intern will participate in the day-to-day processes of the Office of Superior Court Clerk. They will learn the specifics of case management, jury management, and court procedures. Additionally, they will work on civil, child support, and criminal case management and will accompany staff to court hearings.

Monroe County

Videography Project: The intern will create a video detailing the history of Monroe County and the historic Hubbard Alumni Association. The video will share the heritage of the African American community in the county and will include highlights of various locations around the county. The intern will collaborate with Hubbard alumni to determine the scope of the project, record footage, and edit and finalize the film for exhibition at the Monroe County Forsythia Festival.

Paulding County

Accounting Project: The intern will create a consolidated capital plan for Paulding County. The intern will review existing county master plans (transportation, land use, recreation, water/sewer), interview county organizations about long term goals and needs, and then establish a unified set of strategic goals. They will also determine funding and the operating impact of the capital plan before publishing the final Capital Projects Plan.

Pike County (First-Time Grant Recipient)

Water & Sewer Authority Project (Kundell environmental Award): The intern will work to complete an updated, shareable GIS map of all water distribution systems and assets. They will participate in field mapping to capture GIS data of Pike County's six water distribution systems. They will then use GIS software to create maps for the county.

Polk County

Human Resources Project: The intern will work with the HR department to meet the needs of prospective employees. They will work on job posting, screening resumes and application forms, and coordinating interviews. They will also assist with onboarding activities for new hires and help with general company events and activities.

Rockdale County

Talent Management Project: The intern will plan and implement a substance abuse program to support Rockdale County drug free workplace initiatives. They will assess the current workplace and existing resources and create a proposal for needed resources. They will be responsible for conducting research and developing and implementing strategies pertaining to substance abuse in the workplace. They will also create a communication plan for education and training of employees and make necessary plans for the sustainability and continuation of the program.

Spalding County

Community Development Project: The intern will collaborate with the community development department to create opportunities for direct engagement with the community. They will survey the public on topics including housing, transportation, commercial development, and cultural identity. Using collected data, they will analyze current trends and identify needs and desired outcomes and create a strategic work plan.

Troup County

State Court Public Defender Project: The intern will work with the State Court Public Defender's office to plan and complete a clean-up to address State Court cases accumulated during the pandemic. The intern will address emergency needs of the office and work with the Public Defender to plan the clean-up process. They will also learn about courtroom procedure, law office business, and GA state laws.

Solicitor's Office Project: The intern will collaborate with the Solicitor's Office to manage a clean-up designed to address a backlog of State Court misdemeanor cases accumulated during the pandemic. The intern will collaborate with the Solicitor directly on technology, plans, and processes for the cleanup campaign. They will also learn about courtroom procedure, law office business, and GA state laws.

Warren County

Technology Program Project: The intern will aid in the implementation of the Asset Management System for Warren County. They will add items into the system, install new computers and software, and update the county website as needed. They will collaborate with the Director to create programs for computer replacement, storage, and retirement, as well as assist with updating the Warren County mobile application.