



## **Summer Internship Opportunity**

Department: Sustainable Infrastructure

Reports to: Sr. Vice President of Urban Planning and Engagement

Application Deadline: April 6, 2026

Time Commitment: June 1, 2026 – August 7, 2026 10 weeks  
Daily/weekly hours in compliance with university requirements

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The Port of Cleveland is one of the largest ports on the Great Lakes. Over 23,000 jobs and \$7.07 billion in annual economic activity are tied to the roughly 13 million tons of cargo that move through Cleveland Harbor each year. The Port of Cleveland is the only local government agency whose sole mission is to spur job creation and economic vitality in Cuyahoga County. The Port is an economic engine for our community, a key to Northeast Ohio's global competitiveness, and a crucial partner in building Cuyahoga County's future.

The Port fosters job creation and economic vitality in Greater Cleveland. Our maritime services and assets add value and results in a competitive advantage for regional firms to compete globally. The Port also tackles challenges tied directly to jobs, quality of life, and environmental sustainability through innovative development financing services and selective public investments in critical harbor projects.

### **General Summary**

The Port of Cleveland is seeking a highly motivated college intern to support a range of projects, offering practical experience in planning, design, construction management, and interpretive development. One of the projects this position will support includes assisting with the development and refinement of interpretive signage for the Cleveland Lakefront Nature Preserve (CLNP), providing hands-on experience in historical and environmental interpretation. The intern will contribute to research, content development, and coordination efforts that help communicate the Preserve's ecological, historical, and recreational significance while supporting initiatives that advance safe, efficient, and sustainable maritime operations. Additional projects assigned may be related to the Cleveland Eastern Embayment Resiliency Strategy (CHEERS), Irishtown Bend and other planning projects in coordination with partners.

### **Essential Functions & Responsibilities:**

- Researching ecological, historical, and cultural topics relevant to the Cleveland Lakefront Nature Preserve. Conduct site visits to the Nature Preserve to understand landscape features, visitor experience, and signage locations.

- Support the development of clear, engaging, and accessible interpretive signage content for diverse audiences.
- Collaborate with Port staff, consultants, and partner organizations on signage concepts, themes, and layouts.
- Help organize and maintain project documentation, drafts, and reference materials.
- Provide general administrative and project support as assigned.
- Prepare presentations for internal and external stakeholders.
- Support coordination with consultants, contractors, and regulatory agencies.

**Knowledge, Skills & Abilities:**

- Strong written communication skills with the ability to convey historical, technical or scientific information to the general public.
- Interest in planning, environmental education, natural resources, urban ecology, history, design, or related fields.
- Ability to conduct independent research and synthesize information from multiple sources.
- Basic proficiency with Microsoft Office (Word, Excel, PowerPoint); familiarity with graphic design or GIS software is a plus but not required.
- Ability to work both independently and collaboratively in a professional environment.

**Qualifications:**

- Currently enrolled in an accredited college or university.
- Preferred fields of study include Environmental Science, Biology, Ecology, Environmental Studies, Planning, History, Communications, Graphic Design, or a related discipline.
- Good communication skills and adaptability are required to succeed in this environment.
- Ability to work collaboratively with multidisciplinary teams.

**Compensation:**                   \$15/hour

**Benefits of this Internship Opportunity:**

The Cleveland-Cuyahoga County Port Authority is an Equal Opportunity Employer. Our office is located in downtown Cleveland, in a renovated historic building near the east bank of the Flats within the Warehouse District. Free parking is provided for employees and the office is convenient for those who seek mass transit alternatives.

Please send cover letter and resume to [info@portofcleveland.com](mailto:info@portofcleveland.com) by April 6, 2026.