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Dear Student,

We applaud your interest in our environment and the choice you have made to acquire your education in the Environmental Science Department here at Palm Beach State College. We have a tailored, two-year A.S. degree program that equips students with the knowledge, skills and experience they need to be competitive in the environmental field with local businesses and agencies. Our goal is to have every student gainfully employed in the environmental field after graduating from our program.

This booklet is intended to help you market your skills upon graduation, or even while you are still studying to be efficient and focused with your academic studies and to become an environmental professional. In the first part of the manual, you will find information on our courses so you can plan your studies here at the college. This section is followed by career focused information such as a “Résumé Writing Tips” section aimed at helping you compose résumés that will spike employers’ interest and generate job interviews. Then, once you have landed an interview, it will be important to sell yourself to the prospective employers. The “Interview Tips” section provides guidance on making a positive first impression.

In the latter part of the manual, you will find a list of career sectors in the environmental field, job titles associated with those sectors, and prospective employers (both public and private) that are located in the State of Florida, and in most cases right here in Palm Beach County.

We hope you actually study this booklet and treat it as an important learning tool that increases your successes in the program. We are confident this program provides you with the course material you need to be employed, but it takes that next step of researching businesses and agencies, perhaps volunteering or interning, networking, and preparing your résumé to achieve placement and reach your environmental career goals.

Please contact me if you have any further questions about employment in the local environmental field.

Sincerely,

Jessica Miles
Prof. Jessica Miles
Department Chair
Environmental Science Technology
Environmental Science Program Mission and Purpose

Mission

We are a career focused education program offering an Environmental Science Technology A.S. degree designed to meet local workforce needs through hands-on, relevant, technical, and engaging instruction for Florida students.

Guiding Principles

• Remain passionately focused on bringing the most relevant and engaging environmental science technology curriculum to our students.
• Create friendly relationships with our partners ranging from High School contacts, to local business operators, to local environmental agencies, to our adjunct faculty in order to encourage communications so that we can aim to meet local needs.
• Earnestly pursue grants to offer scholarships for students facing economic hardships as well as for the expansion of program opportunities.
• Be an enthusiastic voice for sustainable practices at the college and in the community.
Proposed Course Wheel for Environmental Science Technology Track

<table>
<thead>
<tr>
<th>Fall 1</th>
<th>Spring 1</th>
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<tbody>
<tr>
<td>ENC 1101 – College Composition</td>
<td>CHM 1045 – Chemistry</td>
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<td>3</td>
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<tr>
<td>MAC 1105 – College Algebra</td>
<td>CHM 1045L – Principles of Chemistry Lab</td>
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<tr>
<td>BSC 1010 – Biology</td>
<td>ORH 2511 – Plants of South Florida</td>
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<td>3</td>
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<tr>
<td>BSC 1010L – Biology Lab</td>
<td>GLY 2030C – Environmental Geology</td>
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<td>1</td>
<td>3</td>
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<tr>
<td>GEA 1000 – Principles of Geography and Conservation</td>
<td>EVR 2266 – Survey in Environmental Mapping/GIS</td>
</tr>
<tr>
<td>(or other Social Science elective)</td>
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<tr>
<td>Total Semester Credits</td>
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<tr>
<td>SPC 1016 – Fundamentals of Speech Com.</td>
<td>EVR 1007 – Florida’s Environmental History</td>
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<tr>
<td>3</td>
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<tr>
<td>EVS 2193C – Environmental Sampling Techniques</td>
<td>EVR 2858 – Environmental Law</td>
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<td>4</td>
<td>3</td>
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<tr>
<td>EVS 2015 – Writing for Science</td>
<td>EVR 2940 – Cooperative Work Experience</td>
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<td>3</td>
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<tr>
<td>EVS 2020 – Scientific Monitoring and Data Methods - Humanities</td>
<td>EVS 2870C – Wildlife Ecology</td>
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<td>3</td>
<td>4</td>
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<tr>
<td>3</td>
<td>EVS 2601 – Hazardous Mat. And Environmental Air Quality</td>
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<tr>
<td>Total Semester Credits</td>
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<th>Summer</th>
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<tbody>
<tr>
<td>EVR 1007 – Florida’s Environmental History</td>
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<tr>
<td>EVR 2858 – Environmental Law (full online)</td>
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<tr>
<td>EVR 2266 – HONORS Survey in Environmental Mapping/GIS (see Math Science Institute notation below)</td>
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<tr>
<td>PCB2350C – Tropical Ecology (see class notation below)</td>
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Options:
- Tropical Ecology during Summer A session to a foreign location i.e. Belize or Costa Rica [http://www.palmbeachstate.edu/programs/environmentalscience/](http://www.palmbeachstate.edu/programs/environmentalscience/)
- Math Science Summer Institute (8 weeks) July to August – Honors GIS (EVR 2266) and various math classes – FREE by scholarship [http://www.palmbeachstate.edu/msi/](http://www.palmbeachstate.edu/msi/)
- Honors BSC 1050 option, also full online BSC 1050 option
- Some CCE classes for additional certificates offered throughout the year [http://www.palmbeachstate.edu/cce/](http://www.palmbeachstate.edu/cce/)
Course Descriptions

  Credits/Clock Hours – 3 credits (3 lecture hours)
  Course Description – Provides students with a survey in fundamental mapping skills, geographic information systems, and remote sensing technologies.

EVR1007 – Florida’s Environmental History (AA)
  Credits/Clock Hours – 3 credits (3 lecture hours)
  Course Description – This course examines the formation of the area presently known as Florida and traces the history of significant environmental developments, particularly those that are consequences of human impact. Focus is on geologic history, pre-human history, period of early man, and period of modern man.

EVR2858 – Environmental Law (AA)
  Credits/Clock Hours – 3 credits (3 lecture hours)
  Course Description – This course familiarizes the student with major legislation relating to the environment. Local, State, and Federal laws will be included. Habitat destruction, endangered species, environmental contamination, and pollution will be discussed. Students will be trained in how to obtain the text of current legislation.

EVR2940 – Cooperative Work Experience – Environmental Science (AA)
  Credits/Clock Hours – 3 credits (3 lecture hours)
  Course Description – Hands-on work experience as a volunteer assigned by the college to an appropriate cooperating office(s) or agency(ies). Hours and schedule are mutually determined by the student, cooperating office(s)/agency(ies), and the college. Final written and oral reports are required.

  Credits/Clock Hours – 3 credits (3 lecture hours)
  Course Description – Provides students with a survey in fundamental mapping skills, geographic information systems, and remote sensing technologies.

EVS2193C – Environmental Sampling Techniques (AA)
  Credits/Clock Hours – 4 credits (3 lecture hours, 2 lab hours)
  Course Description – This course will provide an overview of the proper procedures and techniques used to collect samples of data from a variety of environmental matrices including water, soil, air and industrial areas. Basic lab skills and instrumentation and equipment calibration and maintenance will be stressed.
EVS2015 – Florida’s Environmental (AA)
 Credits/Clock Hours – 3 credits (3 lecture hours)
Prerequisites/Corequisites
Prerequisite: ENC1101 (with a grade of C or higher)
Course Description – Technical writing with an emphasis on scientific reports and
documents is covered including the review of literature and analysis of technical
reports. Translating technical language into non-technical language for presentation
to the general public is also covered.

EVS2020 Scientific monitoring and Data Methods (AA)
 Credits/Clock Hours – 3 credits (3 lecture hours)
Prerequisites/Corequisites
Prerequisite: ENC1101 (with a grade of C or higher)
Course Description – Basic computer literacy including spreadsheet, database,
word processing, PowerPoint, e-mail, and Internet research skills are covered. The
interpretation of charts, graphs, and maps and the use of the metric system of
measurement also included.

EVS2870C – Wildlife Ecology (AA)
 Credits/Clock Hours – 4 credits (3 lecture hours, 2 lab hours)
Prerequisites/Corequisites
Prerequisite: BSC1050 (with a grade of C or higher)
Course Description – This course familiarizes the student with the basic ecology of
vertebrate and invertebrate wildlife and their relationships to their native Florida
environments. Standard survey, analyses, and wildlife and land management
techniques are also covered. Hands-on experience in ecological data collection will
be emphasized.

EVS2601 – Hazardous Materials and Environmental Air Quality (AA)
 Credits/Clock Hours – 3 credits (3 lecture hours)
Course Description – An introduction to characteristics of hazardous materials;
determination of work site hazards; understanding the Safety Diamond; using
Material Safety Data Sheets; and hazwoper training. Also, an introduction to air
quality, building materials, and hands-on laboratory work in air and waste sampling.

GLY2030C – Environmental Geology (AA)
 Credits/Clock Hours – 3 credits (3 lecture hours)
Course Description – Principles of physical and historical geology as applied to the
materials, structures, and surface of the earth. Special emphasis on Florida geology
with the use of case scenarios and laboratory activities to illustrate environmental
concerns including depletion of earth's resources, water supply problems, and
pollution.
ORH2511 – Introduction to Plants of South Florida Ecosystems (AS)

Credits/Clock Hours – 3 credits (3 lecture hours)

Course Description – An overview of the native flora (plant life) of Palm Beach County taught largely in the field. Plants will be studied primarily by their ecological associations and habitats, with additional attention to family groupings. This course is relevant to anyone interested in native plants or local ecology, to those studying environmental science, as well as to horticulturists interested in native plants.

The following is an optional course which takes students to Costa Rica for studies abroad.

PCB2350C – Tropical Ecology (AA)

Credits/Clock Hours – 3 credits (3 lecture hours)

Course Description – The course has been designed to provide students with the total work/study experience.

Students will have an opportunity to study and examine the diverse freshwater and upland ecosystems within the Costa Rican rainforest and the estuarine ecosystems of Tortuguero, providing data for the Costa Rican managers of El Zota Biological Field Station.

Students will be trained in the use of Global Positioning Systems (GPS), for purposes of mapping hydrologic features that sustain the rainforest.

Students will also be instructed in the use of low meters and water quality sampling equipment.

Tortuguero National Park has incredible biological diversity, including eleven different habitats; rainforest, swamps, beaches and lagoons.

Tips on Résumé Writing

A résumé is not just about past jobs, it is about you. A self-promotional document presents you in the best possible light for the purpose of enticing the prospective employer and getting you an invitation for a job interview.

- **Tell the employer about you:** how you performed in your past jobs, your accomplishments that are relevant to what you want to do next.

- **Make your résumé a targeted résumé:** Analyze ads and job descriptions to identify keywords. Recognizing and using keywords from employers creates powerful résumés. While a generic résumé may be faster to send out to multiple employers, you are much less likely to get a response; so take the time to tailor each résumé to the job you are applying for and make your effort more worthwhile.

- **Be sure to include a job objective:** If you do not show a sense of purpose (or direction), employers may not be interested. This part can only be five or six words.

- **Use titles and headings that are relevant to the job you want:** For example, instead of “responsibilities”, use “on the job accomplishments”. This will grab attention in the first five seconds.

- **Create a content that sells:** Your skills and abilities are what will generate interviews and salary levels. If seeking a position in accounting, instead of listing your skills as “Accounting/Record Keeping”, you may want to say: “Management of A/R and A/P accounts”. Also, instead of “Administrative”, you may want to say: “Department Administration/Record keeping”. General statements are easily forgotten. Instead of “Gave assignments to entry level staff”, say: “Directed work flow; supervised and trained entry level staff.”

- **Use designs that grab attention:** Highlight titles, skills, education, and experience relevant to the job. Create an image that sticks to the mind with the use of numbers if possible.

- **Identify and resolve employer’s hidden needs:** Someone who can effectively work with other departments. Fill your résumé with PAR (Problem, Action, Results) sentences: first state the problem, then your action to resolve it, then the results that ensued. Ex: “Transformed disorganized, inefficient warehouse by redesigning layout; in turn, saving the company thousands of dollars.”

- **Worried about age discrimination?** You do not have to present your entire work history. List experiences for the past ten to fifteen years and title the section “Recent Work History” or “Relevant Work History”. You can add a paragraph headed “Prior Work History” and simply refer to prior important job experience without mentioning dates.

- **Students can make their résumés look more appealing by adding seasonal jobs:** “Summer 2004”, or “Spring 2008”, instead of “6/04 – 9/04” or “3/08 – 6/08”.
  - Combine several similar short-time jobs into one chunk, to minimize the job-hopper image. Ex: “1993 -1997: Waiter/Busboy – McDougall, Burger King, Trade Coffee Shop...”

- **If you do not have any credentials for the position you are seeking,** relate what steps you are taking toward that end: “Graduate studies in Environmental Science in progress”, or “A. S. Degree in Environmental Science anticipated in December 2010”. Any volunteer experience would be valuable at this point.

- **Fill gaps by saying as gracefully as possible what you were doing during those periods of time:** “1993 – 1995: Full time parent, “Family management”, or “Parenting & community service”.

- **Do not list hobbies unless they are related to the position or job objectives.**
Objective
Obtaining a position as a hazmat technician utilizing my skills in monitoring, research, and reporting.

Profile
Associates in Environmental Science student seeking a career in the field of Environmental Science. Two years experience in environmental coursework. Accustomed to team work and management skills. Highly adaptable and a quick learner. Possess specialized computer skills, and enjoys being out in the sun for long periods of time.

Experience
- **Soil Conservation Technician – ENV Company**  
  February 2003-Present
  1. Assisted landowners in identifying, applying for, and practicing specific federal and state programs designed to assist in the viability, conservation and management of land use for food and fiber production or the preservation of natural resources.
  2. Assisted District Conservationist in resource planning, outlining outreach programs, and creating conservation plans.
  3. Maintained database including entering a daily record of activities, mailing and contact lists, and workload registers.

- **Environmental Resource Program Intern**  
  Florida Department of Environmental Protection  
  January 2001-January 2003
  1. Duties included office and field work.
  2. Performed compliance inspections on Environmental Resource Permit exemptions and Notice General Permits issued for various construction and maintenance projects.
  3. Responsible for the proper operation and maintenance of one of the department’s boats.

Education
- **Palm Beach State College**  
  August 2008-Present
  1. Currently have 48 credits towards a degree in Environmental Science Technology.
  2. Awarded the Presidents List certificate for holding a GPA of over 3.8 for each semester attended.
  3. Member of Phi Theta Kappa honors society.
  4. Member of the Community Earth Club.

- **HazWOPER 40 hour Certificate - Current**  
  May 2010-Present
  1. Understand the properties of hazardous materials
  2. Able to read and interpret Material Safety Data Sheets
  3. Can determine work site hazards and initiate safe working environment
  4. Training in utilization of specialized equipment such as respirators, SCBA’s, and hazmat suits
Courses

- **Hazardous Materials and Environmental Air Quality**
  - Able to identify hazardous materials, public safety precautions, and conduct air quality analyses utilizing specialized equipment.

- **Arc GIS and GPS**
  - Gained fundamental skills in mapping, remote sensing technologies, and GPS data collection.

- **Environmental Geology**
  - Able to identify geological materials, knowledgeable of Florida geology, and can conduct soil sampling procedures.

- **Scientific Monitoring and Data Methods**
  - Able to organize data into tables and charts using spreadsheets, databases, and word processors, as well as interpret charts, graphs, and maps, and run basic statistics.

- **Writing for Science**
  - Able to write and interpret scientific research papers and reports, and translate technical language into non-technical language. Able to present scientific material to an audience.

- **Introduction to Plants of South Florida**
  - Able to identify Florida native plants and invasive exotics, and possess basic skills in delineating wetlands.

- **Wildlife Ecology**
  - Able to identify Florida vertebrates and invertebrates, and able to collect ecological data using various sampling methods.

- **Environmental Law**
  - Understand state and federal environmental laws as they relate to environmental preservation, conservation, reclamation, and protection

Skills

- Proficient using multiple operating systems: Microsoft Windows XP, Vista, and 7, Mac OSX, and Linux.
- Proficient using Microsoft Office Suite (Word, Excel, Power Point)
- Use of Arc GIS 10 and GPS
- Boat handling and trailering
- 4-wheel drive and ATV operations

Volunteer Experience

- **Wildlife Refuge**
  - Assisted biologists with building an artificial snail kite habitat over the course of five days.
  - May 2010

- **Juno Beach**
  - Volunteered time once a month to aid in beach cleanups along Juno Beach
  - August 2008 – Present
Objective
Write the ultimate goal for your resume. List the position you are trying to acquire in a strong general statement.

Profile
Write a brief, general description of yourself that contains information that is pertinent to the position you are trying to attain.

Experience
- **Job Title / Place of Employment**
  - Dates of employment
  - Description of duties/ accomplishments via bullet points.

Education
- **School/ institution**
  - Dates of Attendance
  - Degree/ Certificates received, Clubs apart of, accomplishments, and awards.

Courses
- **Course Name**
  - Pertinent Skill(s) acquired from class that may not be mastered well enough to add as a skill under skills section.

Skills
- List any skill(s) that are pertinent to your objective. Examples: Commercial vehicle operators licenses, computer operating system literacy, common/uncommon computer application skills, etc…

Volunteer Experience
- **Place Volunteered**
  - Dates Volunteered
  - Brief description of your volunteer service
Palm Beach State College Career Centers

The Palm Beach State College Career Centers are committed to educating and assisting students in developing, evaluating and implementing career plans.

- Job search guidance and advising
- Job seeking, interviewing, and résumé writing assistance and workshops
- Palm Beach State Résumé Writing Wizard
- Part-time and full-time job listings
- Job alerts via email
- Online résumé posting to jobs
- Yearly job fairs
- Employer on-campus recruitment

Where do I start?

Step 1:
Visit one of our Career Centers for an introduction to our services and resources

Step 2:
Logon to Palm Beach State Online Career Office:

LOGIN
>> http://www.palmbeachstate.edu/career/student-login/

This program gives you access to thousands of resources to assist in your career exploration and/or job search.

Step 3:
For individual assistance in your career planning or job search, please set up an appointment with a Career Development Advisor at one of the Career Centers.
Tips on Writing a Cover Letter

It is always good practice to include a well-written cover letter when sending a résumé. The cover letter should create interest so that the employer wants to read your résumé.

The cover letter is your chance to:

- Target your background to the job you’re applying for.
- Show that you know a little about the company or organization.
- Suggest areas in which your skills fit an employer’s needs.

What you need to know:

- Address your cover letter by name and title of the person who could hire you; if it is impossible to learn their name, use their functional title (Example: Dear Recruiter or Dear Selection Committee).
- Express interest and enthusiasm by letting the employer know you have an idea or some ideas that might help the employer resolve a problem currently facing the industry; offer to come in and discuss it.
- Set yourself apart from the crowd by identifying something unique about you such as a special talent you have for the particular job you are applying for.
- Be specific about the position or type of work you are applying for and be sure to mention the related skills and experience you have.
- Take the initiative by citing “I will contact you within the next week to make sure you have received my résumé”.
- Keep your cover letter brief and to the point including three to four paragraphs at the most.

Guidelines:

- Use quality 8 ½ x 11 stationery and envelopes with 20-25 lb. weight and 100% cotton rag content paper.
- Use conservative business color such as white, off white or cream.
- Only type on one side of the paper.
- Make sure you have a good printer that is printing well.
- Use the same type style for both the résumé and cover letter.
- Create your own letterhead with your name, address and phone number or use block style format for the return address.
- Address the letter to the hiring person followed by their title. You may have to call the company and talk to the receptionist to find out this information. In case of a blind ad, you can use Dear Sir or Madam for the salutation. So not to offend anyone, do not use Dear Sir only.
- It is generally acceptable to use abbreviations for Inc., Corp., or states, etc. It is best to find out what the company’s practice is for abbreviating their company name.
- When developing your sentences use action verbs.( Analyzed, Contracted, Reviewed, Wrote etc.)
- Use Sincerely for the closing. Do not use an informal closing such as, “Best regards”.
- Keep the letter to one page. Short and simple sentences should be used.
- Use of bullets to highlight accomplishments can also be used.
- Check spelling, punctuation, and appearance.
- Type your envelope if possible.
You have filled out applications for numerous job openings, sent out several résumés and after a long waiting period, finally the phone call comes. It is a time of excitement and elation, but how do you handle it?

The prospective employer may just want to speak with you briefly and confirm your interest in the position, or may want to conduct a rigorous phone interview. Don’t feel obligated to launch into the conversation unprepared. It is ok to say “this is not a convenient time for me, but I will be available later today or tomorrow,” and ask to be called back, or offer to call.

Use the time requested to prepare: research the employer, prepare some questions to ask.
- What prompted your interest in my application?
- How much time should I allow for the interview?
- Is there a screening test? What should I do to prepare?

The Interview

Depending on the position, the phone conversation may be followed by one or several face to face interviews. Interviews can be as much about testing your knowledge and skill levels as about testing your personality. If the interview is conducted by a panel, your ability to address a group may be tested.

Plan ahead:
- Review your work experience, learn everything you can about the employer, prepare answers that relate to the company, focus on accomplishments relevant to the position, find out about the industry, the company’s competitors, etc...
- Get plenty of rest; eat a light meal before the interview.

On the day of interview:
- Always dress-up even if someone from the company tells you that the dress code is casual.
- Be prompt: arrive early, never late or merely on time. Do not arrive too early, as this may infringe the interviewer’s schedule.
- Bring an interview notebook: a small binder containing research on the employer, extra résumés, a list of references, and your questions. Do not bring big bags, briefcases, lunch, etc... You want to appear focused, efficient and organized. Don’t submit the reference list unless you are asked for it.
- Bring examples of your work if possible.
- If offered a beverage, it is most polite to accept. If offered to go to lunch for the interview, pick something easy to eat. No finger food, never an alcoholic beverage.

During the interview:
- Give socially acceptable answers without lying. Maintain eye contact. Be positive.
- Watch your facial expression: do not look bewildered or nervous. Remember to smile every now and then; a plastered smile throughout the interview may look faked.
- Stand and sit straight and tall. Sit toward the front of the chair, leaning slightly forward.
- Keep gestures to a minimum. If you have to make gestures, let them be natural and meaningful.

At the end of the interview, find out the expected time for the employer to make a hiring decision.
Groom & Dress for Success

“You never get a second chance to make a first impression”

This definitely holds true in an interviewing situation. The moment an interviewer meets you, he or she is not only assessing the way you communicate verbally and nonverbally, but also your appearance.

General guidelines for a professional interview:

MEN:
- Single breasted suit
- Suits in navy, gray, brown or black
- Conservative tie
- Dark dress shoes
- Dark socks
- Dark dress belt
- Clean shaven
- No earrings

WOMEN:
- Tailored suit (skirt knee length)
- Suit in navy, black, gray or taupe
- Classic pump (color should match skirt)
- Natural colored hosiery
- Light make up
- No excessive jewelry
- Leather handbag
- Light nail polish (natural or lt. pink)

BOTH MEN AND WOMEN:
- Be well rested
- Shower/bath
- Brush teeth/use mouthwash/deodorant
- Neat, clean and pressed clothes
- Manicure your nails
- Shine shoes
- Do not use strong fragrances
- Nicely cut hair
- Leather briefcase/portfolio/nice pen
Typical Interview Questions/ How to Answer Tips
Some questions you should be ready to answer

- **Tell me about yourself?**
  This is not a time to talk about your life story. The interviewer wants to see if you can talk about yourself in a positive manner. Talk about your skills, accomplishments and personality traits that are related to the job for which you are interviewing.

- **What is your greatest weakness?**
  You can mention a weakness that really could be a positive for an organization and how you are overcoming that weakness. Example: “In the past, I pushed back deadlines so I could submit top quality work. Since then, I’ve learned to manage my time better and delegate more effectively so I can meet my deadlines.”

- **Why do you have a gap in your employment?**
  If you have gaps in your employment, be prepared to answer this question. Focus on those endeavors that related most closely to work activities such as, going to school, doing volunteer work, involved in professional affiliations, etc. Talk about anything that would sound like work.

- **Give me an example of a problem and how you solved it.**
  The employer wants to know if you can logically solve problems. When describing the problem, explain the steps you took to solve it. You might use this framework: defined the problem, evaluated your options, decided on a solution, and solved the problem.

**Practice answering these additional questions:**

- What do you know about our company?
- Why should we hire you?
- What can you do for us that someone else cannot?
- What do you look for in a job?
- What skills and qualifications are essential in the position of __________?
- How long will it take you to make a meaningful contribution to the company?
- How does this assignment fit your overall career plans?
- Why are you looking for a new career?
- How would your colleagues describe you?
- How would your boss describe you?
- How would you describe yourself?
- What do you think of your present and past boss?
- What are your five most significant accomplishments in your last job? In your career?
- Can you work well under pressure? Deadlines?
- Why do you want to work for this company?
- What other positions are you considering?
- Have you kept up in your field with additional training?
- What are your strong points? Weak points?
- What position do you expect to hold in 2 to 5 years?
- Why are you unemployed?
- What pay are you looking for?
- What question did I not ask that you expected?
Some Questions You May Ask:

- Why is this position open? How often has it been filled in the past five years?
- What would you like done differently by the next person who fills this position?
- What would you like to see accomplished in this job?
- What are your short term expectations? Long term?
- What are the advancement possibilities for someone who is successful in this position?
- How is one evaluated – What accounts for success with this company?

Don’t Ask These Questions:

- Salary: Wait until interviewer addresses the topic.
- Benefits: Vacation, Sick leave, Insurance, etc.
- Personal Questions: Never ask the interviewer about his or her educational background, marital status, children, religion, etc.
- Questions Already Answered During Interview.

Also Important:

- Never say anything negative about your current or past employer.
- When asked about your age, be proud and stress your experience and accomplishments.
- It is not illegal for an employer to ask if you meet the minimum age requirements, especially if it is relevant to the position.
- It is illegal for an employer to ask about your health. If it happens, focus on your motivation, energy and stamina.
Oral Communication Skills

Practice your communications skills while improving your interviewing skills anywhere you have access to the internet and a webcam by using “Perfect Interview”.

✔ View videos of over 1,500 tough questions from professional interviewers.

✔ You answer questions on the spot.

✔ Use the webcam to record your answers.

✔ See examples of how to answer questions effectively.

✔ When you are done, upload your interview and share it with the Career Center to receive feedback.

Computers with webcams can be found in the Career Centers. Please schedule an appointment to ensure access to these computers:

Lake Worth Campus: Career Center - CT 104 - 868-3066
Palm Beach Gardens Campus: Call for Locations - BR129 - 207-5350
Boca Raton: Call for locations - 862-4325
Belle Glade: Call for locations - 993-1182

Webcams are also available in the Library (Media Services) and Student Learning Center.
Interview Etiquette and Attitude

ETIQUETTE:

- Be punctual. Arrive 15 minutes early.
- Say good morning/afternoon and introduce yourself to the receptionist and interviewer.
- Greet the interviewer with a firm handshake before and after interview.
- Use Mr. or Ms. and the interviewer’s last name, unless the interviewer requests otherwise.
- Do not sit until invited to do so.
- Sit and stand up straight; it is best to keep your feet flat on the floor.
- Smile and project pleasant facial expressions during the interview.
- Do not smoke, even if interviewer does.
- No gum chewing.
- Avoid distracting behavior (swinging feet, rocking in the chair, tapping a pen, touching your face).
- Do not take control of interview and don’t interrupt.
- Do not use slang. Always use good grammar.
- Speak clearly and avoid mumbling. Do not use “um” or “ah” when pausing.
- Do not talk too fast or too much.
- Show your sense of humor when appropriate.
- Do not fold arms across the front of you.
- Nod head when appropriate.
- Do not bring a friend to the interview.
- Thank interviewer for his/her time.

ATTITUDE:

- Be truthful.
- Be enthusiastic and positive and “sell” yourself.
- Be confident in your abilities and knowledge.
- Do not use “I think” or “I guess” which makes you sound indecisive or unsure.
- Do not be vague by using phrases like “pretty good” or “fairly well”.
- Show your interest in the job and organization (but do not appear desperate).
- Show you are goal oriented.
- Participate, ask questions.
- Be mature, friendly and tactful.
- Do not be evasive about any negative factors in your past.
- Do not be negative about past employers or jobs.
- Do not talk about personal problems.
- Do not emphasize whom you know.
- Do not be a know it all: show willingness to learn.
- Be nice to all those you meet including the receptionist.
- Show you are interested in a “career” not a “job”.
- Show a willingness to start at the bottom.
- Show your willingness to relocate, if true.
- Do not emphasize the importance of money.
Most Desirable Qualities of Job Seekers

- Willingness to share information and ideas.
- Commitment to teamwork.
- Responsiveness to change.
- Sense of ownership of work and ideas.
- Willingness to take calculated risks.
- Multicultural experience and/or ability to speak multiple languages.
- Ability to communicate clearly and honestly.
- Commitment to continuous learning.

Some employers may use tests to check for these desirable qualities. Employment tests measure not only qualities but also abilities, skills, aptitudes, and attitudes.

A few examples of types of test:

**Personality or psychological tests**: these types of tests evaluate personality strengths, limitations, motivations, problem solving skills, stability, open-mindedness, etc.

**Aptitude or proficiency tests**: These types of tests evaluate your ability to learn and/or the abilities you already possess (typing, computer knowledge, accounting etc.).

**Psychomotor tests**: Measures manual dexterity and motor coordination.

**Drug tests**: This form of testing is often a required condition for employment.

**Work sample tests**: These tests involve completing work samples similar to those required on the job.

Keep a Journal and Portfolio:

The ability to show these most desirable qualities will greatly aid in achieving your goal of finding the position you are applying/searching for. Keeping a detailed journal and portfolio are great tools for organizing and maintaining your information. Document your accomplishments and develop a file of work samples. Also, include in your portfolio volunteer work, internships, awards, letters of recognition, etc. These documents will also be beneficial when updating your résumé.
Important Networking Tips

WHAT IS NETWORKING?

**Networking** is a communication process often used to gather career information and to locate job opportunities. It is a means of creating a system of contacts for information and support. Individuals who know how to network and who are well informed about various careers are more likely to get job leads and job offers.

**Networking** involves purposefully developing relationships with others. The intent is to exchange information. You relay your abilities and goals and, in return, you acquire career advice and information, and referrals from others.

The networking process involves both identifying your own networks as well as linking your networks to the networks of others.

**You are networking when you...**

- attend professional meetings, conferences, or conventions.
- visit with other parents during your child's sporting or music events.
- volunteer for "clean-up" day at the park.
- visit with other members of your social clubs or religious groups.
- talk with your neighbors.
- strike up a conversation with someone else waiting at the veterinarian's office.
- search out friends (current as well as former) on Facebook.
- re-connect with former colleagues on LinkedIn.
- talk to sales persons visiting your office.

**Attend Seminars:** Seminars can provide opportunities to enhance your skills or learn new ones. In addition, they are a great way to network and meet others in the same occupation or industry. Always stay after for discussion. Shake hands and introduce yourself.

**Join and Actively Participate in Associations:** Joining associations related to your job can be beneficial. They provide great networking opportunities, as well as conferences, seminars or workshops to update or enhance your knowledge in your area of expertise.

**Network with other job seekers:** You will probably run across others also in the job market. Try to get to know them, encourage them. Learn what they are encountering. If you hear of jobs outside your area of interest, share them with others. Who knows? They may do the same for you.

**Building relationships:** Establishing and building relationships, not hard selling, is the key to successful networking. Be prepared to share your expertise, contacts and compassion.

**Decide how to organize your network:** This step is crucial to your success. Use a rolodex, database or spreadsheet where you can enter key information, such as names, titles, company names, addresses, phone numbers, fax numbers, email addresses, and dates of communication. Keeping an organized collection of business cards, where you can write notes and comments about your network, is another alternative.
Important Networking Tips continued...

**Brainstorm for Contacts:**

Think of everyone who could possibly serve as a contact. Do not limit yourself to people who could clearly help you out - friendly, accessible people in unrelated fields often have contacts they would be happy to share with you.

**To get you started with your list, here are some suggestions:**

<table>
<thead>
<tr>
<th>Family friends</th>
<th>Local politicians</th>
</tr>
</thead>
<tbody>
<tr>
<td>Relatives</td>
<td>Journalists</td>
</tr>
<tr>
<td>Neighbors</td>
<td>Business executives</td>
</tr>
<tr>
<td>Professors</td>
<td>Non-profit directors</td>
</tr>
<tr>
<td>Alumni</td>
<td>Your physician</td>
</tr>
<tr>
<td>Former employees</td>
<td>Your hair dresser</td>
</tr>
<tr>
<td>Former co-workers</td>
<td>Prominent community members</td>
</tr>
<tr>
<td>Public relations officials</td>
<td>Members of professional organizations</td>
</tr>
</tbody>
</table>

**Where the Contacts Are - Tried and True Places to Network:**

<table>
<thead>
<tr>
<th>Local alumni association</th>
<th>Conventions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Class reunions</td>
<td>Club meetings</td>
</tr>
<tr>
<td>Cocktail parties</td>
<td>Internet list-services</td>
</tr>
<tr>
<td>Fundraisers</td>
<td>Volunteer opportunities</td>
</tr>
<tr>
<td>Business conferences</td>
<td></td>
</tr>
</tbody>
</table>

**Follow up immediately:** The next day, send an e-mail or make a quick call. You want to grow the relationship, so take the first step.
Instructor Perspectives and Course Description

EVR2858  Environmental Law
This course familiarizes the student with major legislation relating to the environment. Local, State, and Federal laws will be included. Habitat destruction, endangered species, environmental contamination, and pollution will be discussed. Students will be trained in how to obtain the text of current legislation.

Instructor Perspectives: Environmental Law Course
“The main job skill obtained from completing the Environmental Law course is the ability for a student to take a job that involves enough background in environmental law matters that they can take up tasks related to regulatory compliance. Completing this course will not be enough to get a job on its own. This class, plus the sampling and data analysis classes will let students take jobs as technicians for consulting companies that are hired to conduct sampling for regulatory compliance. The Environmental Law class plus the Writing for Science class gives the graduate the skills to take a job at a consulting company or state agency that would involve writing permit applications for a construction/restoration project. Finally, the class lends itself to the larger picture (along with the skills learned in the writing class and a few others) - that is to convince students to continue their education with a bachelors or beyond...”
Matt Harwell, Ph.D.

EVS2015 Writing for Science
Technical writing with an emphasis on scientific reports and documents is covered including the review of literature and analysis of technical reports. Translating technical language into non-technical language for presentation to the general public is also covered.

Instructor Perspectives: Writing for Science
“Sufficient ability to communicate technical information is a primary skill sought by all employers in the scientific community. Completion of the Technical Writing course provides the student with the ability to:
(1) read, dissect, and critique technical literature;
(2) effectively and efficiently search for appropriate technical material (i.e., literature, databases, etc.);
(3) synthesize technical information from various sources; and
(4) present findings in written and oral forums.
Completion of the Technical Writing course along with writing experience (i.e., peer-reviewed publications, government reports, manuals, text book chapters, etc.) in the environmental discipline can lead to employment as a:
* freelance writer,
* government Contractor (i.e., US Fish and Wildlife Service, Nat. Park Service, US Geological Survey, etc.),
* consultant (i.e., Plateau TechComm, BioTechnical Support Services, etc.),
* corporate Technical Writer (i.e, GE, RTGX, Platinum Solution, etc.)
Combining the Technical Writing course with courses such as Environmental Law, Sample Design, and Data Analysis opens the employment pool to more specific jobs producing various technical manuscripts to include:
* proposals,
* permits,
* manuals,
* text books, and much more.
Though these courses in combination provide significant insight in the methods of going from an idea to final technical document for a research project, proposal, etc., experience is necessary to acquire most of these jobs. Volunteer work goes a long way in filling the role of acquiring experience, but ultimately students in these courses should continue on to acquire Bachelor’s, Master’s, and PhD’s in the discipline. Along the road of acquiring these degrees, the student learns to master the written and oral communication skills employers are seeking. Further, mastery of these skills can lead the determined student to the American Dream of self-employment.”

Donatto Surratt, PhD
Dear Students:

Perhaps you often question where the environmental science field is going, especially today when there are concerns about job security. Well I encourage you to remain informed about your field of choice and the potential for growth. I have attached an excel spreadsheet that includes data from the U.S. Department of Labor, that demonstrates which environment fields currently in existence are expected to increase and which job sectors are considered emerging occupations that will also grow in demand. I personally highlighted fields in yellow that show an increase that are incorporated into our Environmental Science Program here at Palm Beach State College. I want to support you in your educational journey, but also keep you apprised of your career endeavors once you leave the program.

Jessica Miles

## Comparison of Green Occupation Listings
- U.S. Department of Labor – O*Net Online

### Green Increased Demand Occupations

<table>
<thead>
<tr>
<th>Title</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chemical Plant and System Operators</td>
<td>Control or operate an entire chemical process or system of machines.</td>
</tr>
</tbody>
</table>

### Green New and Emerging Occupations

<table>
<thead>
<tr>
<th>Title</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Biofuels Production Managers</td>
<td>Manage operations at biofuels power generation facilities. Collect and process information on plant performance, diagnose problems, and design corrective procedures.</td>
</tr>
<tr>
<td>Title</td>
<td>Description</td>
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</tr>
<tr>
<td><strong>Green Increased Demand Occupations</strong></td>
<td></td>
</tr>
<tr>
<td>Chemical Technicians</td>
<td>Conduct chemical and physical laboratory tests to assist scientists in making qualitative and quantitative analyses of solids, liquids, and gaseous materials for purposes, such as research and development of new products or processes, quality control, maintenance of environmental standards, and other work involving experimental, theoretical, or practical application of chemistry and related sciences.</td>
</tr>
<tr>
<td>Chemists</td>
<td>Conduct qualitative and quantitative chemical analyses or chemical experiments in laboratories for quality or process control or to develop new products or knowledge.</td>
</tr>
<tr>
<td>Computer Software Engineers, Systems Software</td>
<td>Research, design, develop, and test operating systems-level software, compilers, and network distribution software for medical, industrial, military, communications, aerospace, business, scientific, and general computing applications. Set operational specifications and formulate and analyze software requirements. Apply principles and techniques of computer science, engineering, and mathematical analysis.</td>
</tr>
<tr>
<td>Computer-Controlled Machine Tool Operators, Metal and Plastic</td>
<td>Operate computer-controlled machines or robots to perform one or more machine functions on metal or plastic work pieces.</td>
</tr>
<tr>
<td>Electrical and Electronic Equipment Assemblers</td>
<td>Assemble or modify electrical or electronic equipment, such as computers, test equipment telemetering systems, electric motors, and batteries.</td>
</tr>
<tr>
<td>Green Increased Demand Occupations</td>
<td>Description</td>
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</tr>
<tr>
<td>Electrical and Electronics Repairers, Commercial and Industrial Equipment</td>
<td>Repair, test, adjust, or install electronic equipment, such as industrial controls, transmitters, and antennas.</td>
</tr>
<tr>
<td>Electrical Power-Line Installers and Repairers</td>
<td>Install or repair cables or wires used in electrical power or distribution systems. May erect poles and light or heavy duty transmission towers.</td>
</tr>
<tr>
<td>Electricians</td>
<td>Install, maintain, and repair electrical wiring, equipment, and fixtures. Ensure that work is in accordance with relevant codes. May install or service street lights, intercom systems, or electrical control systems.</td>
</tr>
<tr>
<td>Electronics Engineering Technicians</td>
<td>Lay out, build, test, troubleshoot, repair, and modify developmental and production electronic components, parts, equipment, and systems, such as computer equipment, missile control instrumentation, electron tubes, test equipment, and machine tool numerical controls, applying principles and theories of electronics, electrical circuitry, engineering mathematics, electronic and electrical testing, and physics. Usually work under direction of engineering staff.</td>
</tr>
<tr>
<td>Environmental Scientists and Specialists, Including Health</td>
<td>Conduct research or perform investigation for the purpose of identifying, abating, or eliminating sources of pollutants or hazards that affect either the environment or the health of the population. Utilizing knowledge of various scientific disciplines may collect, synthesize, study, report, and take action based on data derived from measurements or observations of air, food, soil, water, and other sources.</td>
</tr>
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</table>
## Green Increased Demand Occupations

<table>
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<tr>
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</thead>
<tbody>
<tr>
<td>Farm and Home Management Advisors</td>
<td>Advise, instruct, and assist individuals and families engaged in agriculture, agricultural-related processes, or home economics activities. Demonstrate procedures and apply research findings to solve problems; instruct and train in product development, sales, and the utilization of machinery and equipment to promote general welfare. Includes county agricultural agents, feed and farm management advisers, home economists, and extension service advisors.</td>
</tr>
<tr>
<td>First-Line Supervisors/Managers of Agricultural Crop and Horticultural Workers</td>
<td>Directly supervise and coordinate activities of agricultural crop or horticultural workers.</td>
</tr>
<tr>
<td>First-Line Supervisors/Managers of Mechanics, Installers, and Repairers</td>
<td>Supervise and coordinate the activities of mechanics, installers, and repairers.</td>
</tr>
<tr>
<td>First-Line Supervisors/Managers of Production and Operating Workers</td>
<td>Supervise and coordinate the activities of production and operating workers, such as inspectors, precision workers, machine setters and operators, assemblers, fabricators, and plant and system operators.</td>
</tr>
</tbody>
</table>

## Green New and Emerging Occupations

<table>
<thead>
<tr>
<th>Title</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Compliance Managers</td>
<td>Plan, direct, or coordinate activities of an organization to ensure compliance with ethical or regulatory standards.</td>
</tr>
<tr>
<td>Electrical Engineering Technologists</td>
<td>Apply engineering theory and technical skills to support electrical engineering activities such as process control, electrical power distribution, and instrumentation design. Prepare layouts of machinery and equipment, plan the flow of work, conduct statistical studies and analyze production costs.</td>
</tr>
<tr>
<td>Electromechanical Engineering Technologists</td>
<td>Apply engineering theory and technical skills to support electromechanical engineering activities such as computer-based process control, instrumentation, and machine design. Prepare layouts of machinery and equipment, plan the flow of work, conduct statistical studies and analyze production costs.</td>
</tr>
<tr>
<td>Electronics Engineering Technologists</td>
<td>Apply engineering theory and technical skills to support electronics engineering activities such as electronics systems and instrumentation design and digital signal processing.</td>
</tr>
<tr>
<td>Green Increased Demand Occupations</td>
<td>Green New and Emerging Occupations</td>
</tr>
<tr>
<td>----------------------------------------------------------------</td>
<td>--------------------------------------------------------</td>
</tr>
<tr>
<td><strong>Title</strong></td>
<td><strong>Description</strong></td>
</tr>
<tr>
<td>Fish and Game Wardens</td>
<td>Patrol assigned area to prevent fish and game law violations. Investigate reports of damage to crops or property by wildlife. Compile biological data.</td>
</tr>
<tr>
<td>Forest and Conservation Technicians</td>
<td>Compile data pertaining to size, content, condition, and other characteristics of forest tracts, under direction of foresters; train and lead forest workers in forest propagation, fire prevention and suppression. May assist conservation scientists in managing, improving, and protecting rangelands and wildlife habitats, and help provide technical assistance regarding the conservation of soil, water, and related natural resources.</td>
</tr>
<tr>
<td>Forest and Conservation Workers</td>
<td>Under supervision, perform manual labor necessary to develop, maintain, or protect forest, forested areas, and woodlands through such activities as raising and transporting tree seedlings; combating insects, pests, and diseases harmful to trees; and building erosion and water control structures and leaching of forest soil. Includes forester aides, seedling pullers, and tree planters.</td>
</tr>
<tr>
<td>Helpers--Installation, Maintenance, and Repair Workers</td>
<td>Help installation, maintenance, and repair workers in maintenance, parts replacement, and repair of vehicles, industrial machinery, and electrical and electronic equipment. Perform duties, such as furnishing tools, materials, and supplies to other workers; cleaning work area, machines, and tools; and holding materials or tools for other workers.</td>
</tr>
<tr>
<td><strong>Green Increased Demand Occupations</strong></td>
<td><strong>Description</strong></td>
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</tr>
<tr>
<td>Hydrologists</td>
<td>Research the distribution, circulation, and physical properties of underground and surface waters; study the form and intensity of precipitation, its rate of infiltration into the soil, movement through the earth, and its return to the ocean and atmosphere.</td>
</tr>
<tr>
<td>Industrial Engineers</td>
<td>Design, develop, test, and evaluate integrated systems for managing industrial production processes including human work factors, quality control, inventory control, logistics and material flow, cost analysis, and production coordination.</td>
</tr>
<tr>
<td>Industrial Machinery Mechanics</td>
<td>Repair, install, adjust, or maintain industrial production and processing machinery or refinery and pipeline distribution systems.</td>
</tr>
<tr>
<td>Industrial Production Managers</td>
<td>Plan, direct, or coordinate the work activities and resources necessary for manufacturing products in accordance with cost, quality, and quantity specifications.</td>
</tr>
<tr>
<td>Industrial Safety and Health Engineers</td>
<td>Plan, implement, and coordinate safety programs, requiring application of engineering principles and technology, to prevent or correct unsafe environmental working conditions.</td>
</tr>
<tr>
<td>Green Increased Demand Occupations</td>
<td>Description</td>
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</tr>
<tr>
<td>Natural Sciences Managers</td>
<td>Plan, direct, or coordinate activities in such fields as life sciences, physical sciences, mathematics, statistics, and research and development in these fields.</td>
</tr>
<tr>
<td>Power Distributors and Dispatchers</td>
<td>Coordinate, regulate, or distribute electricity or steam.</td>
</tr>
<tr>
<td>Purchasing Agents and Buyers, Farm Products</td>
<td>Purchase farm products either for further processing or resale.</td>
</tr>
<tr>
<td>Solderers and Brazers</td>
<td>Braze or solder together components to assemble fabricated metal parts, using soldering iron, torch, or welding machine and flux.</td>
</tr>
<tr>
<td>Stationary Engineers and Boiler Operators</td>
<td>Operate or maintain stationary engines, boilers, or other mechanical equipment to provide utilities for buildings or industrial processes. Operate equipment, such as steam engines, generators, motors, turbines, and steam boilers.</td>
</tr>
<tr>
<td>Green Increased Demand Occupations</td>
<td>Description</td>
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<tr>
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</tr>
<tr>
<td>Team Assemblers</td>
<td>Work as part of a team having responsibility for assembling an entire product or component of a product. Team assemblers can perform all tasks conducted by the team in the assembly process and rotate through all or most of them rather than being assigned to a specific task on a permanent basis. May participate in making management decisions affecting the work. Team leaders who work as part of the team should be included.</td>
</tr>
<tr>
<td>Welders, Cutters, and Welder Fitters</td>
<td>Use hand-welding or flame-cutting equipment to weld or join metal components or to fill holes, indentations, or seams of fabricated metal products.</td>
</tr>
<tr>
<td>Zoologists and Wildlife Biologists</td>
<td>Study the origins, behavior, diseases, genetics, and life processes of animals and wildlife. May specialize in wildlife research and management, including the collection and analysis of biological data to determine the environmental effects of present and potential use of land and water areas.</td>
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<tr>
<td>Title</td>
<td>Description</td>
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</tr>
<tr>
<td>Methane/Landfill Gas Collection System Operators</td>
<td>Direct daily operations, maintenance, or repair of landfill gas projects, including maintenance of daily logs, determination of service priorities, and compliance with reporting requirements.</td>
</tr>
<tr>
<td>Methane/Landfill Gas Generation System Technicians</td>
<td>Monitor, operate, and maintain landfill gas collection system components and environmental monitoring and control systems.</td>
</tr>
<tr>
<td>Precision Agriculture Technicians</td>
<td>Apply geospatial technologies, including geographic information systems (GIS) and Global Positioning System (GPS), to agricultural production and management activities, such as pest scouting, site-specific pesticide application, yield mapping, and variable-rate irrigation. May use computers to develop and analyze maps and remote sensing images to compare physical topography with data on soils, fertilizer, pests or weather.</td>
</tr>
<tr>
<td>Recycling and Reclamation Workers</td>
<td>Prepare and sort materials or products for recycling. Identify and remove hazardous substances. Dismantle components of products such as appliances.</td>
</tr>
<tr>
<td>Recycling Coordinators</td>
<td>Supervise curbside and drop-off recycling programs for municipal governments or private firms.</td>
</tr>
<tr>
<td>Title</td>
<td>Description</td>
</tr>
<tr>
<td>--------------------------------------------</td>
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</tr>
<tr>
<td>Regulatory Affairs Managers</td>
<td>Plan, direct, or coordinate production activities of an organization to ensure compliance with regulations and standard operating procedures.</td>
</tr>
<tr>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>Regulatory Affairs Specialists</td>
<td>Coordinate and document internal regulatory processes, such as internal audits, inspections, license renewals or registrations. May compile and prepare materials for submission to regulatory agencies.</td>
</tr>
<tr>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>Remote Sensing Scientists and Technologists</td>
<td>Apply remote sensing principles and methods to analyze data and solve problems in areas such as natural resource management, urban planning, and homeland security. May develop new analytical techniques and sensor systems or develop new applications for existing systems.</td>
</tr>
<tr>
<td>Remote Sensing Technicians</td>
<td>Apply remote sensing technologies to assist scientists in areas such as natural resources, urban planning, and homeland security. May prepare flight plans and sensor configurations for flight trips.</td>
</tr>
<tr>
<td>Solar Energy Installation Managers</td>
<td>Direct work crews installing residential or commercial solar photovoltaic or thermal systems.</td>
</tr>
<tr>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>Title</td>
<td>Description</td>
</tr>
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</tr>
<tr>
<td>Solar Energy Systems Engineers</td>
<td>Perform site-specific engineering analysis or evaluation of energy efficiency and solar projects involving residential, commercial, or industrial customers. Design solar domestic hot water and space heating systems for new and existing structures, applying knowledge of structural energy requirements, local climates, solar technology, and thermodynamics.</td>
</tr>
<tr>
<td>Solar Photovoltaic Installers</td>
<td>Assemble, install, or maintain solar photovoltaic (PV) systems on roofs or other structures in compliance with site assessment and schematics. May include measuring, cutting, assembling, and bolting structural framing and solar modules. May perform minor electrical work such as current checks.</td>
</tr>
<tr>
<td>Solar Power Plant Technicians</td>
<td>Monitor and repair the instrumentation, controls, and electrical systems in a utility-scale solar power generating facility.</td>
</tr>
<tr>
<td>Solar Sales Representatives and Assessors</td>
<td>Contact new or existing customers to determine their solar equipment needs, suggest systems or equipment, or estimate costs.</td>
</tr>
<tr>
<td>Solar Thermal Installers and Technicians</td>
<td>Install or repair solar energy systems designed to collect, store, and circulate solar-heated water for residential, commercial or industrial use.</td>
</tr>
<tr>
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<td>Description</td>
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<tr>
<td>Solar Thermoelectric Plant/Concentrating Thermal Power (CSP) Plant Operators</td>
<td>Direct the operations of a commercial solar-generated power production plant.</td>
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<tr>
<td>Sustainability Specialists</td>
<td>Address organizational sustainability issues, such as waste stream management, green building practices, and green procurement plans.</td>
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<tr>
<td>Sustainable Design Specialists</td>
<td>Design from the outset for recycling, reuse or remanufacturing.</td>
</tr>
<tr>
<td>Water Resource Specialists</td>
<td>Design or implement programs and strategies related to water resource issues such as supply, quality, and regulatory compliance issues.</td>
</tr>
<tr>
<td>Water/Wastewater Engineers</td>
<td>Design or oversee projects involving provision of fresh water, disposal of wastewater and sewage, or prevention of flood-related damage. Prepare environmental documentation for water resources, regulatory program compliance, data management and analysis, and field work. Perform hydraulic modeling and pipeline design.</td>
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<tr>
<td>Weatherization Installers and Technicians</td>
<td>Perform a variety of activities to weatherize homes and make them more energy efficient. Duties include repairing windows, insulating ducts, and performing heating, ventilating, and air-conditioning (HVAC) work. May perform energy audits and advise clients on energy conservation measures.</td>
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<tr>
<td>Title</td>
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<tr>
<td>Wind Energy Engineers</td>
<td>Design underground or overhead wind farm collector systems and prepare and develop site specifications.</td>
</tr>
<tr>
<td>Wind Energy Operations Managers</td>
<td>Manage wind field operations, including personnel, maintenance activities, financial activities, and planning.</td>
</tr>
<tr>
<td>Wind Energy Project Managers</td>
<td>Lead or manage the development and evaluation of potential wind energy business opportunities, including environmental studies, permitting, and proposals. May also manage construction of projects.</td>
</tr>
<tr>
<td>Wind Turbine Service Technicians</td>
<td>Inspect, diagnose, adjust, or repair wind turbines. Perform maintenance on wind turbine equipment including resolving electrical, mechanical, and hydraulic malfunctions.</td>
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</table>

Green New and Emerging Occupations
### Career Opportunities – Environmental Science

Education Range: Requires an A.S. degree to Master’s level to obtain certain positions.

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<th>Specialization</th>
<th>Potential Titles</th>
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<td>Loggerhead Marine Life Center&lt;sup&gt;38&lt;/sup&gt;</td>
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<td>Private Elem., Middle, And High Schools</td>
<td><a href="http://www.fldoe.org/">http://www.fldoe.org/</a></td>
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</tr>
<tr>
<td></td>
<td>Public Interest Groups</td>
<td><a href="http://www.floridapirg.org/about-us">http://www.floridapirg.org/about-us</a></td>
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<td>54</td>
<td>Rayonier</td>
<td><a href="http://www.rayonier.com/About-Us.aspx">http://www.rayonier.com/About-Us.aspx</a></td>
<td></td>
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<tr>
<td>56</td>
<td>Seasonal Educational Camps</td>
<td><a href="http://www.mysummercamps.com/">http://www.mysummercamps.com/</a></td>
<td></td>
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<tr>
<td>57</td>
<td>Sierra Club Florida*</td>
<td><a href="http://florida.sierraclub.org/">http://florida.sierraclub.org/</a></td>
<td></td>
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<tr>
<td>58</td>
<td>South Florida Water Management District</td>
<td><a href="http://www.sfwmd.gov">http://www.sfwmd.gov</a></td>
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<tr>
<td>59</td>
<td>SWS First Response</td>
<td><a href="http://swsfirstresponse.com/index.html">http://swsfirstresponse.com/index.html</a></td>
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</tr>
<tr>
<td>60</td>
<td>Tampa Electric Cooperative (TECO)</td>
<td><a href="http://www.tampaelectric.com/">http://www.tampaelectric.com/</a></td>
<td></td>
</tr>
<tr>
<td>61</td>
<td>Test America, Inc.</td>
<td><a href="http://testamericainc.com/">http://testamericainc.com/</a></td>
<td></td>
</tr>
<tr>
<td>62</td>
<td>The Forestry Company</td>
<td><a href="http://www.theforestrycompany.com">http://www.theforestrycompany.com</a></td>
<td></td>
</tr>
<tr>
<td>63</td>
<td>The Nature Conservancy*</td>
<td><a href="http://www.nature.org/">http://www.nature.org/</a></td>
<td></td>
</tr>
<tr>
<td>69</td>
<td>USDA Forest Service</td>
<td><a href="http://www.fs.fed.us">http://www.fs.fed.us</a></td>
<td></td>
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<tr>
<td>70</td>
<td>USDA NRCS</td>
<td><a href="http://www.nrcs.usda.gov">http://www.nrcs.usda.gov</a></td>
<td></td>
</tr>
<tr>
<td>72</td>
<td>World Petroleum Corporation</td>
<td><a href="http://wpcorp.net/">http://wpcorp.net/</a></td>
<td></td>
</tr>
<tr>
<td>73</td>
<td>Woolpert, Inc.</td>
<td><a href="http://www.woolpert.com">http://www.woolpert.com</a></td>
<td></td>
</tr>
<tr>
<td>74</td>
<td>World Wildlife Fund (WWF)</td>
<td><a href="http://www.worldwildlife.org/">http://www.worldwildlife.org/</a></td>
<td></td>
</tr>
</tbody>
</table>

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**Contact Information for Selected Employers**

**Ardaman & Associates**  
West Palm Beach, FL  
(561) 687-8200  
Port St. Lucie, FL  
(772) 878-0072  
Miami  
(305) 825-2683  
Website:  
http://www.ardaman.com/

**Cherokee Enterprises, INC.**  
Miami Lakes, FL  
(305) 828-3353  
Fort Lauderdale, FL  
(954) 315-0158  
Website:  
http://www.cherokeecorp.com/

**Eagle-SWS**  
Corporate  
(850) 234.8428  
Ft. Myers, FL  
(239) 574-4403  
Ft. Lauderdale, FL  
(954) 957-7271  
Orlando, FL  
(407) 854-5733  
Website:  
http://eaglesws.com/

**ECO Advisors, LLC**
<table>
<thead>
<tr>
<th>Company</th>
<th>Location</th>
<th>Phone</th>
<th>Website</th>
</tr>
</thead>
<tbody>
<tr>
<td>Palm Beach Gardens, Fl</td>
<td>(800) 627-1806</td>
<td>Website:</td>
<td><a href="http://ecoadvisors.net/index.html">http://ecoadvisors.net/index.html</a></td>
</tr>
<tr>
<td>Miami, Fl</td>
<td>(305) 279-5255</td>
<td></td>
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<tr>
<td>Environmental Resources Management</td>
<td>West Palm Beach, FL</td>
<td>(561)233-2400</td>
<td><a href="http://www.co.palm-beach.fl.us/erm/">http://www.co.palm-beach.fl.us/erm/</a></td>
</tr>
<tr>
<td>EnviroWaste Services Group</td>
<td>Miami, Fl</td>
<td>(786) 478-6029</td>
<td>Website: <a href="http://envirowasteservicesgroup.com/">http://envirowasteservicesgroup.com/</a></td>
</tr>
<tr>
<td>Florida Department of Environmental</td>
<td>Headquarters</td>
<td>(850) 245-2511</td>
<td>Website: <a href="http://www.dep.state.fl.us/careers/">http://www.dep.state.fl.us/careers/</a></td>
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<tr>
<td>Protection (DEP)</td>
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<tr>
<td>Handex Consulting &amp; Remediation –</td>
<td>West Palm Beach, FL</td>
<td>(561) 243-9551</td>
<td>Website: <a href="http://www.hcr-llc.com/">http://www.hcr-llc.com/</a></td>
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<tr>
<td>Southeast, LLC</td>
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<tr>
<td>HDR, Inc.</td>
<td>West Palm Beach, FL</td>
<td>(561) 209-6600</td>
<td>Website: <a href="https://www.hdrinc.com">https://www.hdrinc.com</a></td>
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<tr>
<td>HSA Engineers and Scientists</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Corporate Office (Tampa)</td>
<td>(800) 200-5550</td>
<td>Website:</td>
<td><a href="http://www.hsa-env.com">http://www.hsa-env.com</a></td>
</tr>
<tr>
<td>West Palm Beach (Wellington), Fl</td>
<td>(561) 688-9008</td>
<td></td>
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<tr>
<td>Orlando</td>
<td>(321) 397-0710</td>
<td></td>
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<tr>
<td>Fort Myers</td>
<td>(239) 936-0789</td>
<td></td>
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<tr>
<td>Pensacola</td>
<td>(850) 432-6502</td>
<td></td>
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<tr>
<td>HydroQual, Inc.</td>
<td>West Palm Beach, FL</td>
<td>(561) 651-7287</td>
<td>Website: <a href="http://www.hydroqual.com">http://www.hydroqual.com</a></td>
</tr>
</tbody>
</table>
Loxahatchee River District  
Jupiter, Fl  
Website:  http://loxahatcheeriver.org/

MACTEC Engineering  
Miami (Miami Lakes), Fl  
Website:  http://www.mactec.com

MGM Innova - UNITED STATES  
Miami, FL  
Website:  http://www.mgminnova.com/

Morse Zehnter Associates (MZA)  
West Palm Beach, Fl  
Website:  http://mzaconsulting.com/

Palm Beach Zoo  
West Palm Beach, Fl  
Website:  http://www.palmbeachzoo.org/

Photo Science  
Orlando, Fl  
St. Petersburg, Fl  
Website:  http://photoscience.com/

Pine Jog  
West Palm Beach, Fl  
Email: kaubry@fau.edu  
Website:  http://www.pinejog.fau.edu/

Solid Waste Authority of Palm Beach County  
West Palm Beach, FL  
Website:  http://www.swa.org/default.htm

U.S. Army Corps of Engineers  
Palm Beach Gardens, Fl  
Website:  http://www.saj.usace.army.mil/
U.S. Fish and Wildlife Service
Southeastern Region
Website:
http://www.fws.gov/humancapital/job_seekers.html

Water Management Districts of Florida
Northwest Florida WMD
Website:
http://www.nfwmd.state.fl.us/
Suwannee River WMD
Website:
http://www.srwmd.state.fl.us/
St. Johns River WMD
Website:
http://sjr.state.fl.us/
Southwest Florida WMD
Website:
http://www.swfwmd.state.fl.us/
South Florida WMD
Website:
http://www.sfwmd.gov/

Woolpert
Miami, FL
Website:
http://www.woolpert.com/
Orlando, FL
Website:
http://www.woolpert.com/
Website:

Firms That Contract With Government Agencies

Ash Engineering, Inc.
4902 Eisenhower Boulevard – Suite 380
Tampa, FL 33634
(813) 290-8899
(813) 290-8891
http://ashengineering.com

Barnes, Ferland, and Associates, Inc.
3655 Maguire Boulevard, Suite 150
Orlando, FL 32803
(407) 896-8608
(407) 896-1822
http://bfaenvironmental.com/

Battelle
1400 Centrepark Blvd., Suite 1005
West Palm Beach, FL 33401
(561) 656-6302
(561) 683-0126
http://battelle.org/
BEM Systems, Inc.  
500 Australian Avenue South  
Suite 616  
West Palm Beach, FL 33401  
(561)615.2210  
(561)615.2490  
http://www.bemsys.com/

Biological Research Associates  
3910 U.S. Highway 301 - Suite 180  
Tampa, FL 33619  
(813) 664-4500  
(813) 664-0440  
http://www.entrix.com/

EAA Research and Management, Inc.  
12773 W Forest Hill Boulevard 105a  
West Palm Beach, FL 33414  
(561) 792-7621  
(561) 753-0061

Ecology and Environment, Inc.  
1665 Palm Beach Lakes Blvd. - Suite 500  
West Palm Beach, FL 33401  
(561) 640-6552  
(561) 640-6552  
http://ene.com/

Engineering and Applied Science, Inc.  
13087 Telecom Parkway North  
Tampa, Florida 33637  
(813) 899-0707  
(813) 899-0366  
http://www.eastampa.com/

Environmental Consulting and Technology, Inc.  
8651 Commodity Circle  
Orlando, FL 32819  
(407) 903-0005  
(407) 903-0030  
http://ectinc.com/

Environmental Quality, Inc.  
212 US Highway 1, Suite 18  
Tequesta, FL 33469  
(561) 575-6778  
(561) 575-9996  
http://eq-inc.com/
Environmental Research and Design, Inc.  
3419 Trentwood Boulevard - Suite 102  
Orlando, FL 32812  
(407) 855-9465  
(407)-826-0419  
http://erd.org/

Geoanalytics, Inc.  
330 Clematis Street - Suite 214  
West Palm Beach, FL 33401-4602  
(561) 655-1216  
(561) 655-0681  
http://www.geoanalytics.com/

Hi-Tech Environmental Consultants, Inc.  
1541 Sunset Drive - Suite 204  
Coral Gables, FL 33143  
(305) 665-0883  
(305) 665-4285

Hydログage, Inc.  
2726 Lithia Pinecrest Road  
Valrico, FL 33594  
(813) 655-3563  
(813) 655-0185  
http://www.hydログage.com/

Hydrosphere Research Environmental Services, Inc.  
1901 N.W. 67th Place - Suite D  
Gainesville, FL 32653  
(352) 375-9004  
(352) 375-0604  
http://www.hydrosphere.net/

Peer Consultants, P.C.  
14411 Commerce Way -Suite 230  
Miami Lakes, FL 33014  
(305) 819-1933  
(305) 819-8174  
http://peercpc.com

PHS Engineering Corp.  
4100 N.E. 2nd Avenue - Suite 310  
Miami, FL 33137  
(305) 573-2240  
(305) 573-2276  
http://www.phs-engineering.com/
Professional Service Industries, Inc.
2000 Avenue P-Suite 16
Riviera Beach FL 33404
(561) 844-2404
(800) 548-7901
http://www.psiusa.com/

Qore Property Sciences, Inc.
5840 Corporate Way - Suite 114
West Palm Beach, FL 33407
(561) 615-8833
(561) 615-6678

Sutron Corporation
2253 Vista Parkway - Suite 14
West Palm Beach, Florida 33411
(561) 697-8151
(561) 333-2760
http://www.sutron.com/

Taylor Engineering, Inc.
1675 Palm Beach Lakes Blvd - Suite 210
West Palm Beach, FL 33401
(561) 640-7310
(561) 683-4551
http://tayloengineering.com/
Career Resources on the Web

- **Occupational Outlook Handbook**
- **Ferguson’s Career Guidance Center**: Log on to this site using the User Name: PBSC and the Password: PBSC. This web site is an outstanding resource for exploring occupations and the industries employing various occupations. Licensed by the College for Palm Beach State College student use, this is a must see web site!
- **Vocational Biographies**: Log on to this site using the name: pbsc and the pass code: pbsc. This web site profiles real people in hundreds of occupations and describes a typical workday. Information also includes working conditions, education needed, salaries, related occupations, what to do now to prepare and lifestyle implications.
- **The Choices Planner**:
  - From Career Websites click on The Choices Planner.
  - Choose Jump in under Adults & Postsecondary.
  - Click on the words Choices Planner in the middle of the screen.
  - Select the Work tab at the top menu.
  - Scroll down to ‘FIND CAREERS BY...’ and click on Alphabetical List. Select a career and review the occupation.
  - To see Outlook and Earnings click on the left tab “Money & Outlook.”
- **Chronicle Career Library**: Information on over 2000 occupational titles: Log on to this site using the User Name: PBSC and the Password: PBSC.
- **O*Net Online**: Research occupations in the O*NET database by keyword, O*NET code or by Job Family. Obtain a summary or an in-depth report about the occupation selected. Résumé samples, interview questions, and many career related articles.
- **Employ Florida**: Under the “Resources” heading, click on “Labor Market Information”. On the next page, click on “Occupational Profile” to select a specific occupation and learn more about the nature of the work, educational opportunities, wages, and employers. You may search for information by any county in the State of Florida.
- **WETFEET**: This site provides a wealth of information on various career fields, industries, companies, salaries and internships.
- **Jobstar Salary Information**: Over 22 salary surveys.
Opportunities for Internships, Volunteering, and Field Experience

The following Websites offer various opportunities, which may lead to future employment:

http://www.dep.state.fl.us/southeast/admin/internship.htm
http://www.saveoureverglades.org/Opportunities.php
http://www.artmarshall.org/
http://www.thesca.org/
http://www.americorps.gov/
http://www.floridaintern.com/search/students/results.php
www.evergladesgcsa.com/Default.aspx?
http://www.usaintern.com

http://www.fau.hboi/education/internships/index.php
http://www.mote.org/index.php?submenu=Education_Interns&src=gendocs&ref=College%20Internship%20Opportunities&category=Education
http://www.nps.gov/history/crdi/internships/intrnr.htm
http://www.perryinstitute.org/index.htm
http://www.seaworld.org/career-resources/internship/index.htm
http://www.sfwmd.gov/portal/page/portal/xweb%20protecting%20and%20restoring/volunteering
http://www.talltimbers.org/jobs-interns.html
http://www.conservancy.org/careers
http://pmcb.ifas.ufl.edu/internships/index.shtml

http://www.whitney.ufl.edu/
http://www.science.fau.edu/biology/envirosci/Internships.html
http://marinelife.org/
http://www.gumbolimbo.org/
http://www.nature.org/
http://www.floridastateparks.org/
Job Boards

The Wildlife Society
http://careers.wildlife.org/c/search_results.cfm?site_id=8764

Environmental Career Opportunities, Inc.
www.ecojobs.com

Environmental Jobs .com
http://environmentaljobs.com/environmental-engineering-jobs.htm

Go Jobs

Eco.org
http://www.eco.org/cm/candidate/search_jobs

Association of Zoo and Aquariums
http://www.aza.org/JobListings/

Ornithological Societies of North America
http://www.osnabirds.org/

Society for Conservation Biology
http://www.conbio.org/professional-development/scb-job-board

Society for Ecological Restoration International
http://www.jobtarget.com/home/index.cfm?site_id=578

Palm Beach State College Career Center
http://www.palmbeachstate.edu/career/student-login/#IncludeQStringParams#

State Government Job Boards
https://peoplefirst.myflorida.com/peoplefirst%28bD1lbiZjPTIzMA==%29/logon.htm
https://www.employflorida.com/

Federal Job Board
http://www.usajobs.gov/

Texas A&M Job Board
http://www.tamu.edu/about/employment.html
Continuing Your Education

The Environmental Science Technology program does have some special agreements called articulation agreements with various public and private higher education institutions in the state of Florida that may allow for the transfer of some or all of your A.S. degree coursework. To learn more about these options contact Prof. Miles or visit the http://www.palmbeachstate.edu/programs/environmentalscience/

Use Facts.org for online educational opportunities and student advising at your fingertips.

Our Environmental Science and Technology AS degree courses from this program may transfer into Palm Beach State’s Bachelor of Applied Science program in Supervision and Management. For more information, see the web at http://www.palmbeachstate.edu/programs/bachelor/

University of Central Florida. The Environmental Studies track is a program that prepares students for a number of interesting and challenging careers. Its interdisciplinary nature provides students with tools that can be applied across a spectrum of science, social behavior, and humanities, using the strengths of the various areas. Students seeking journalistic or artistic careers will gain a scientific background by which to understand environmental science, while students going into the sciences will appreciate the social, political, and ethical dimensions of environmental actions and policy decisions. Interdisciplinary Studies - Environmental Studies Track BS. An Environmental Engineering BSEnvE is also offered at the college.

Florida Gulf Coast University. With the Bachelor of Science in Environmental Studies, students gain a thorough grounding in methods, applications, and natural sciences, in addition to a core of courses in common to the field. Students may choose an emphasis, within fields including: human populations and their interactions with the environment; effectiveness of environmental analysis and protection institutions; and analysis and resolution of the pressing environmental issues faced by modern society. The Bachelor of Arts in Biology Students will gain an understanding of interactions between organisms and their environments (including especially biomedical and evolutionary perspectives). Ethical complexities of biological research are integrated throughout the curriculum. Pedagogically, emphasis is on lab-centered, hands-on learning rather than the traditional lecture format.

Indian River State College. Bachelor of Science in Biology (BS) Discoveries in Biology will transform the 21st Century. If you are interested in a fascinating career in the life sciences, a Bachelor of Science Degree in Biology will open the door to meaningful job opportunities and continued education. You will gain a firm foundation for a rewarding career in biotechnology, medicine, veterinary, pharmaceuticals, environmental science or research that improves health and saves lives.

Barry University. Offers Environmental Chemistry Specialization: Bachelor of Science (BS) in Chemistry. An environmental chemistry track augments the chemistry major. This track emphasizes chemistry in the study of environmental problems and includes relevant courses in biology, ethics, and social sciences. It prepares future graduates to become a part of the burgeoning environmental science field.
University of Florida. This school offers a 4-year plus 1 program, combining the bachelor’s degree in environmental science and the Master of Science in interdisciplinary ecology. The environmental science degree approaches complex environmental issues with reliable knowledge and interdisciplinary perspectives, and provides the full range of knowledge relevant to complex environmental problems. This includes biological and physical sciences, ethics, economics, policy and law. In addition, the college of Agricultural and Life Science offers a Biology major that allows students to develop a broad, integrative background in the biological sciences.

University of Florida in Ft. Lauderdale. Excellent careers await students with the proper academic preparation in the broad range of geographic information sciences. Students who graduate from the UF Geomatics Program are in high demand. Within 5 years, most Geomatics graduates own their own business or are a partner in a business. Starting salaries for graduates typically approach $50,000.

Florida Atlantic University. FAU offers many different Environmental Science Routes. The Bachelor of Arts in Biology degree will provide maximum flexibility for students pursuing study in interdisciplinary areas such as environmental science or secondary school teaching. The Department of Geosciences offers undergraduate degree programs leading to a Bachelor of Arts or a Bachelor of Science with a major in either Geography or Geology with an emphasis in Environmental Science. Additionally, a Master of Science degree track in environmental engineering under the civil engineering graduate degree program is available. This program provides a strong environmental component to the undergraduate curriculum. In the near future, the department plans to expand its graduate studies program by offering a Master of Science in environmental engineering and a Doctor of Philosophy (PhD) in infrastructure engineering. A Bachelor of Science degree in environmental engineering is also in the planning stages. http://www.cege.fau.edu/

Palm Beach Atlantic University offers you high-quality training in Biology, Chemistry, Physics, Oceanography, Earth Science, Mathematics and Computer Science. Our courses instill in you the values of intellect, Christian character and personal integrity. Degrees are available in the Biology field with a Concentration in Botany, Environmental Science, & Field Biology.

The South University Online Master of Business Administration – Sustainability is designed to prepare students for the practical application of sustainability concepts and practices in their business and professional careers. Graduates will be prepared for jobs such as Consultant, Departmental or sub-department Manager or individual contributor positions focused on responsibility for corporate social responsibility, sustainability or environmental concerns and social entrepreneurship. Click here, for more information about the South University Master of Business Administration – Sustainability.

University of Miami. The Department of Biology offers undergraduate programs for students interested in a natural science education that will prepare them for careers in biological research, medicine and other health-related fields, teaching, environmental management. In addition, the Department of Biology trains students to understand and use the scientific method, and to engage in critical thinking and experimental design.

Argosy University MBA Sustainable Management Concentration. Students develop competencies in critical thinking, persuasive communication, systems thinking, change management, leadership, diversity and business ethics. The MBA program can enhance the student’s current or future career potential, and prepare the student for postgraduate work in business. Students take the following courses: Foundations of Sustainable Business; Change Management and the Sustainable Enterprise; Ethical and Economic Dimensions to Sustainable Business and Sustainable Venture Plan Seminar. Locations: Arizona; California; Colorado; Florida; Georgia; Hawaii; Illinois; Minnesota; Tennessee; Texas; Utah; Washington DC and Washington.
**Stetson University School of Business Administration and College of Law** – The Institute for Biodiversity Law and Policy and Stetson’s School of Business Administration offer a concentration program for J.D./M.B.A. students in Eco-Asset Management, which provides a multidisciplinary foundation for students interested in business and the environment. In addition to writing requirements to earn the certificate, students must complete at least 12 hours of graduate electives covering the management, scientific and legal aspects of handling environmental resources. Students also must complete an internship with an environmental organization.

**University of South Florida College of Business Administration MBA Specialization in Building Sustainable Enterprises, Tampa, FL.** This track offers a concentration in the study of sustainable enterprise from the perspective of regulatory law, environmental and natural resource economics, marketing, finance, and organizational studies. The concentration is fundamental for anyone interested in taking a leadership role in developing high performance organizational systems.

**University of South Florida St. Petersburg MBA – Concentration in Corporate Social Responsibility, St. Petersburg.** The Corporate Social Responsibility concentration will develop a student’s understanding of ethical management, marketing and decision-making. Students will explore the ethical and behavioral issues faced by corporations as they manage organizational change and serve multiple stakeholders. Ethical social responsibility provides the foundation of this concentration. The program presents an economic analysis of business’ and government’s approaches toward environmental issues and their associated ethical, equity and efficiency implications.

The **Florida Institute of Technology** offers bachelors, masters, and doctoral degrees in Oceanography, Ocean Engineering, Environmental Science, Meteorology, Environmental Resource Management, Coastal Zone Management, and Earth Remote Sensing.

**NOVA Southern University.** The environmental science/studies major at the Farquhar College of Arts and Sciences involves the systematic study of the environment and man's place in it. Consequently, it is highly interdisciplinary—integrating chemistry, geology, biology, statistics, atmospheric sciences, engineering, and physics together with social sciences and humanities in a broad, holistic study of the world. The fundamental issue addressed by environmental science is how to continue making improvements in human welfare within the limits of the earth's natural resources.
Florida Colleges and Universities

Acupuncture and Massage College
AI Miami International University of Art and Design
American Intercontinental University
Argosy University-Sarasota Campus
Argosy University-Tampa Campus
The Art Institute of Fort Lauderdale Inc
Atlantic Institute of Oriental Medicine
Audio Recording Technology Institute
Ave Maria University
The Baptist College of Florida
Barry University
Beacon College
Bethune Cookman College
Carlos Albizu University-Miami Campus
Central Florida College
Chipola College
Christ College of Florida
City College
City College Branch Campus
Clearwater Christian College
College of Business and Technology
DeVry University-Florida
East West College of Natural Medicine
Eckerd College
Edward Waters College
Embry Riddle Aeronautical University-Daytona Beach
Embry Riddle Aeronautical University-Extended Campus
Everest University
Everglades University
Faith Theological Seminary And Christian College
Flagler College
Flagler College-Tallahassee
Florida Agricultural and Mechanical University
Florida Atlantic University
Florida Christian College Inc
Florida Coastal School of Law
Florida College
Florida College of Integrative Medicine
Florida Gulf Coast University
Herzing College
Hobe Sound Bible College
International Academy of Design and Technology
International College
ITT Technical Institute
Jacksonville University
Johnson & Wales University-Florida Campus
Jones College-Jacksonville
Keiser College-Ft Lauderdale
Key College
Le Cordon Bleu College of Culinary Arts-Miami
Lynn University
Miami Ad School
Miami Dade College
New College of Florida
New Covenant International University
Northwood University-Florida Education Center
Nova Southeastern University
Okaloosa-Walton College
Palm Beach Atlantic University-West Palm Beach
Reformation International College
Reformation International Theological Seminary
Remington College
Remington College-Tampa Campus
Ringling School of Art and Design
Rollins College
Saint John Vianney College Seminary
Saint Leo University
Saint Thomas University
Saint Vincent de Paul Regional Seminary
Schiller International University
South University-West Palm Beach
Southeastern University
St Petersburg College
St Petersburg Theological Seminary
Stetson University
Talmudic College of Florida
Florida Hospital College of Health Sciences
Florida Hospital School of Medical Technology
Florida Institute of Technology-Melbourne
Florida International University
Florida Memorial University
Florida Metropolitan University-Jacksonville
Florida Metropolitan University-Lakeland
Florida Metropolitan University-Melbourne
Florida Metropolitan University-North Orlando
Florida Metropolitan University-Orange Park
Florida Metropolitan University-Pinellas
Florida Metropolitan University-South Orlando
Florida Metropolitan University-Tampa
Florida Southern College
Florida State University
Full Sail Real World Education
Gooding Institute of Nurse Anesthesia
Gulf Coast College

Trinity Baptist College
Trinity College of Florida
Trinity International University
University of Central Florida
University of Florida
University of Miami
University of North Florida
University of Phoenix-Central Florida Campus
University of Phoenix-North Florida Campus
University of Phoenix-South Florida Campus
University of Phoenix-West Florida Campus
University of South Florida
The University of Tampa
The University of West Florida
Warner Southern College
Webber International University
Webster College
Yeshivah Gedolah Rabbinical College
We wish you the best in your future career!

Environmental Science Technology Program
Palm Beach State College