Commonwealth Preservation Group, an historic preservation consulting group in Norfolk, VA, is seeking a graduate student intern or part-time professional who can provide data analytics services with immediate availability through April 2022. The ideal candidate will have data analytics skills that can be applied in a consultant setting where client's homes are being analyzed for causes of moisture and flooding and structure damage associated with flood events. Data will be collected using specialized computer moisture monitoring systems installed by others in client's homes or other structures in Norfolk and the Hampton Roads region. Structures will generally be older in age of construction or considered "historic" (50 years or older). This data will be remotely retrieved and analyzed from computer equipment in our office in Norfolk during normal business hours (8 a.m. – 5 p.m., M-F; work hours flexibility can be considered outside of this range) and summary reports will be generated for inclusion in client reports for recommended flood resiliency retrofit solutions. Post-retrofit installation, retrofit solutions will also be monitored for effectiveness, with data collected and analyzed for that purpose. A data library for the efficacy of retrofit solutions will be established.

Work Period: Immediate through April 2022. Phased work periods are acceptable.
Position Status: Part-Time employee or independent contractor, approx. 15 hours/week
Compensation: $450/mo.

Contact Information: Send resume with cover letter noting availability and skills/experience to Ms. Jeryl Rose Phillips, AICP, Planning Associate, Commonwealth Preservation Group, 536 W. 35th Street, Norfolk, VA 23508. For more information, call Jeryl or Paige at 757-923-1900.

Data Analytics Services Internship and/or Part-Time Professional

Commonwealth Preservation Group is seeking a part-time Graduate Student intern or part-time professional to work amongst a team of highly skilled historic preservation professionals. This position has been specifically created to support our work in flood retrofit analysis and design. The selected candidate will work for CPG under its contract with Building Resilient Solutions, a separate entity that has received CDBG-NDR funding from RISE to study alternative flood retrofits for historic buildings. The data collected and analyzed as a result of this internship will be the property of BRS, and solely BRS. The internship will extend for a period of three months (October 1, 2019 through December 31, 2019) with two possible 1-year extensions, and 4 months of reporting post project. The project will terminate on April 2022. The selected candidate will receive a stipend of $450/month for the term of service. It is anticipated that this position will require approximately 15 hours of work per week, but it is being hired as a contract position for the identified scope of services (see key work assignments below) and so the weekly time commitment will vary.

We seek a candidate experienced in architecture, historic building treatment, and historic preservation policy. The candidate should have a basic understanding of FEMA policy, the National Flood Insurance Program (NFIP) and current preferred retrofit solutions. The candidate must be interested in the concept of identifying and testing the viability of alternative retrofit

solutions for historic properties. This specific position will focus on Data Analytics Services related to our contracted retrofit studies and data harvesting. The key work assignments will include:

- Operation of data log computer for reduction of the data from the remote monitoring equipment.
- Analysis of data collected.
- Summary report preparation, without analysis, of data collected post-monitoring equipment installation. This will be raw data only.
- Provide recommendations to Owner to inform recurrent flooding retrofit recommendations.

Required Skills:
- CPG seeks an intern who is organized, detail oriented, comfortable working independently, able to manage long term projects, and meet deadlines.
- The selected intern will interact with various people on different aspects of the data analysis tasks.
- The candidate must have strong skills in data analysis and research.
- Strong knowledge and experience in historic preservation necessary to ensure that the data analytics will be appropriately designed to yield information to inform design team regarding retrofits for historic properties.
- An excellent working knowledge of commonly used office computer programs, particularly Excel. Knowledge of more advanced programs such as AutoCAD would be helpful but not required.
- Familiarity with reading architectural drawings to ensure proper understanding of equipment, installation/removal in order to support timing and sequencing of data analysis and support empirically informed retrofit recommendations.