



INTERNSHIP PROGRAM OPPORTUNITIES – SUMMER 2026



PAID INTERNSHIP OPPORTUNITIES

Application Period: April 13 – May 8, 2026

Rate of Pay: \$15.00/ hour

Position Classification: Temporary/ Part-Time

Internship Term: June 1 – August 21, 2026 (13 weeks)

Students must:

- Be currently enrolled in an undergraduate or graduate program in an accredited College or University and have completed a minimum of 60 semester credits at the time of application.
- Submit an **official transcript** directly from the educational institution to the County prior to the interview date.
- Submit a **resume**.
- Be available for an interview with the Selection Committee.
- Be available to work 20-30 hours a week.
- Complete a criminal history pre-employment background screening.

MIAMI-DADE COUNTY INTERNSHIP PROGRAM PAID OPPORTUNITIES – SUMMER 2026

Citizens' Independent Transportation Trust (CITT)

Director's Office

Big Data Analyst (2 opportunities): Interns in the Citizens' Independent Transportation Trust Department will assist with collecting and analyzing data, creating visualizations, and maintaining dashboards using Microsoft Power BI to support CITT initiatives. Responsibilities also include curating news clips, developing social media content, and designing infographics and digital materials using Canva for website and communications use. Ideal applicants have a background in IT, Internet of Things, Engineering, Architecture, Marketing, or Business, and possess strong analytical, creative, and communication skills.

Community Engagement

Social Media Content/Marketing (2 opportunities): The Community Engagement/Marketing intern will support communications and outreach efforts by curating relevant newsclips and preparing engaging social media content. This role will assist in designing infographics and digital materials using Canva for website and online publication. The intern will help ensure content is visually appealing, timely, and aligned with organizational messaging, gaining hands-on experience in digital media, content creation, and brand communication.

Department of Solid Waste Management (DSWM)

Director's Office

Administration (2 opportunities): The Administration intern will support day-to-day operations by assisting with data entry, document preparation, scheduling, and general office coordination; help maintain records, organizing files, and supporting special projects that improve efficiency and workflow; assist with basic project support tasks such as reviewing plans, compiling technical data, supporting field documentation, and helping engineers with research or analysis related to ongoing projects. The ideal applicants have a background in Business Administration, Public Administration or a related field.

Miami-Dade Corrections and Rehabilitation (MDCR)

Detention Facilities Division

Detention Facilities Administrative Assistant (7 opportunities): The Administrative Assistant interns will provide valuable support to daily operations while developing essential skills as future professionals in the criminal justice field. Interns will assist with administrative tasks, data entry, research, and program support, allowing sworn staff to focus more on critical security functions and inmate management. Additionally, interns will support compliance-related efforts, including documentation review, policy research, and assisting with reports aligned with departmental standards and oversight requirements. The ideal applicants have a background in Criminal Justice, Business Administration, Organizational Leadership or a related field.

Water and Sewer (WASD)

Construction Contracts Division

Data Analyst (1 opportunity): The Data Analyst intern serving in this role will support data analytics efforts by assisting in the development of reports using data extracted from the eBuilder system and visualized in Power BI. This internship is ideal for individuals with a foundational knowledge of data

analysis, Computer Science or AI who are interested in gaining hands-on experience in reporting, data visualization, and performance tracking.

Hydrogeology Technical Services Division

Hydrogeology (1 opportunity): The Hydrogeology intern will support groundwater monitoring, data analysis, and water resource management efforts within the department. Responsibilities include assisting with field sampling, maintaining monitoring wells, organizing and analyzing hydrologic data, and contributing to technical reports. The intern will work closely with professional staff to gain hands-on experience in local aquifer systems, water quality assessment, and regulatory compliance. Ideal candidates are detail-oriented, possess strong analytical and problem-solving skills, and have a foundational understanding of geology or environmental science/engineering. Proficiency in data analysis software (e.g., Excel, GIS) and strong communication skills are highly desirable. A willingness to work both in the field and in an office setting is essential.

How to Apply:

To apply, visit our [Miami-Dade County Jobs webpage](https://miamidade.gov/jobs) (miamidade.gov/jobs) or by clicking the “APPLY HERE” link below. Create a profile and apply for **JO# 100340**. Upload cover letter (indicating opportunities of interest) and resume at the time of application. Be prepared to submit an official transcript if selected for interview.

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[APPLY HERE](#)