

## Help make a difference as an Information Security Intern (Hybrid).

This important role will support the Information Security team in performing both Information Security and Privacy job functions. This role will assist with conducting security assessments and providing vulnerability management support. The Intern will help in a variety of assignments in Virginia Housing's Information Security Office related to compliance, risk management, access management, incident response, and vulnerability assessments. Other ad hoc duties may be assigned.

Virginia Housing is one of the nation's premier housing finance agencies. Our mission is to help Virginians attain quality, affordable housing, which we accomplish through our public-private partnerships.

We are focused on employee engagement and committed to a healthy and diverse workforce. We offer on-site conveniences such as a fitness center and free parking. Educational opportunities to help your advancement are available through classroom and online programs.

### Responsibilities will include:

- Supporting the Information Security Office with information security efforts, projects, and programs.
- Partake in Security Awareness activities such as creating newsletters and communicating with associates about security policies, standards, and best practices.
- Responding to requests for assistance from business units and other internal customers.
- Gathering, reporting and delivery of security metrics.
- Assisting with Security Risk Assessments and System Security Plans.
- Assisting with updating policy/process documentation.
- Supporting the Information Security Awareness program.
- Executing on team deliverables as needed with high attention to detail.

### To be successful in this role you must possess:

- An Information Systems, Computer Science, Information Security, or related degree or be enrolled in the program during the internship.
- Basic knowledge of networks, operating systems, and vulnerability sources.
- Excellent written and verbal communication skills.
- Good time management and organizational skills, with the ability to juggle multiple priorities.
- The ability to explain technical data to a non-technical audience.
- Familiarity with basic security concepts, trends, and threats.
- Strong professionalism and customer service skills.

**Preferred experience includes** an understanding of information security standards (i.e., NIST 800-53) and Microsoft Visio.

This is a hybrid position that requires a few days in the Richmond, VA office each week. Interns can work up to 20 hours per week. During the Summer months interns can work up to 40 hours per week.

This is a paid internship. We gladly accept undergraduate students, graduate students, trade school students, military spouses, and career transitioning professionals.

Applications and resumes are accepted online only at: <http://www.virginiahousing.com/careers>.

This position will close at midnight on June 10, 2024.

A background check will be performed as a condition of employment.

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