



# Environmental Education and Non-profit Internship

## DESCRIPTION

This Estuarium internship program provides college students and recent graduates with environmental education and animal husbandry experience, as well as experience with working at a small non-profit organization. While the majority of the internship will be spent assisting the Education Coordinator by providing hands-on field trips to K-12 school groups, leading beach investigations, and delivering marine programs for the community; this position will require staffing the information desk, helping in facilities maintenance, and assisting with administrative projects.

## MAJOR RESPONSIBILITIES

- Attend all Education Team meetings and trainings.
- Lead a variety of environmental education programs for the public, including but not limited to, hands-on dissections, low tide investigations, plankton tows, and short lectures on such topics as marine biodiversity, water quality and estuaries; For a description of each program that we offer, please visit <https://pugetsoundestuarium.org/education/>;
- Create, document, and organize lesson plans, assessments, and evaluations in a professional manner by shadowing and learning from the current Estuarium staff, and by independent research.
- Assist with other duties as necessary, including working at the information desk, facilities maintenance, and the Estuarium Office;
- Foster learning opportunities that inspire people of all ages to connect with, protect, and enjoy the unique estuary environment of south Puget Sound
- Assist with special events activities including facility events, lectures, and hosting visiting groups of students and scouts;
- Other duties as assigned.

## Field Trips

- On the Water (May)
- Estuary Life and Landforms (Oct)
- Classroom Robotics at Bud Bay (CRABB) (Mar)
- Capitol Land Trust (Spring/Fall)
- Meet the Beach (Spring/Summer/Fall)
- Estuarium (All year)
- Estuary Explorers Spring Tide and Summer Camp
- STEM Programs with Together!

## Education Events

- South Sound Green Student Congress
- South Sound GREEN Nearshore Program
- Expanding Horizons

- Squaxin Tribe Partnership

## **QUALIFICATIONS**

- Currently enrolled in college course in environmental or marine biology field, education, communications, natural resource management, business or public administration, or related field,
- *or* Recent graduate in fields listed above.
- Excellent listening and communication skills. Good public speaking skills; comfortable speaking to diverse groups of people.
- Excels at working with a wide variety of community members/volunteers.
- Interpersonal skills essential for working collaboratively with staff, board, donors, partners, and the regional community.
- Computer proficiency with knowledge of MS Office applications.
- Ability to be self-directed and work within a team environment.
- Ability to work in physically challenging environment including long periods exposed in extreme temperatures and field conditions while keeping an upbeat personality.
- Ability to lift 40 lbs.
- Must possess a valid Driver's License.
- CLEAN Background check is required before selection.
- Previous work as an educator and developing STEM, NGSS, Common Core, and NOAA Ocean Literacy aligned curriculum desired.
- Current First Aid/CPR certified or ability to become certified after hire.

Applicant will use their own personal computer and easily learn new computer programs/apps.

## **TERM**

The term of the internship is 320 hours over a period of four months:

- Spring internship – February through May
- Summer Internship – May through August
- Fall internship – August through November

Position pays: \$15/hour for 20 hours a week. However, additional hours are frequently available during field trips and other funded K-12 Programs throughout the year. The Education/NP Intern reports to the Education Coordinator/Executive Director and communicates regularly with all Estuarium staff.

## **APPLICATION**

Please email your resume, cover letter, a list of three references, and state which internship session you are applying for to ([education@pugetsoundestuarium.org](mailto:education@pugetsoundestuarium.org)) and CC our Executive Director ([paris@pugetsoundestuarium.org](mailto:paris@pugetsoundestuarium.org)). If you desire more information about the Environmental Education and Non-profit Internship, please send questions to: [education@pugetsoundestuarium.org](mailto:education@pugetsoundestuarium.org). Applications are accepted year round.