

Rogers Environmental Education Center

Internship Job Description

Qualifications

Anyone with a minimum of two years of college-level study and able to work in the United States may apply. Academic training in natural resources, natural sciences (geology, biology), environmental science, interpretation, education, recreation or a related field is advantageous. Preference will be given to candidates with a strong natural history background, experience with teaching or youth leadership, and a demonstrated interest in environmental education. We expect interns to have a positive attitude and represent Friends of Rogers Environmental Education Center in a professional manner.

Intern Responsibilities (may include the following):

Educational Activities:

- Complete intern training: orientation to job and Friends of Rogers, environmental education philosophy and techniques, environmental education literature, customer service, safety, emergency procedures, and nature study training sessions
- Plan and lead a variety of environmental activities for a wide variety of audiences including: pre-school, elementary, middle, high school, youth groups, special needs groups, general public
- Design, prepare, conduct, and evaluate an original environmental education presentation
- Interact with the public during weekend and weekday visitor center receptionist duty
- Write newsletter or newspaper articles on natural history or environmental topics
- Complete a project (to be arranged with the Friends of Rogers intern's supervisor or Rogers Center Executive Director). Examples of past projects:
 - Plan and present a walk on a particular topic either on or off-site
 - Create a theme slide show
 - Design and construct an exhibit
 - Develop new lesson plans and teaching activity materials
 - Write a seasonal trail guide
 - Prepare taxidermic mounts

Administrative Duties:

- Complete a visual impressions report of grounds, trails, and exhibits
- Assist staff in planning seasonal general public programs
- Attend a meeting of the center's not-for-profit support organization
- Check trails and exhibits
- Publicize programs to the media and update program announcements
- Perform other duties as assigned by Friends of Rogers board members or Executive Director
- Stock bird feeders and fish food vending machines
- Complete an evaluation of the Naturalist Internship Program