

# Richland County Park District Environmental Education Internship Fran & Warren Rupp Fund - Richland County Foundation

## Job Description

The Richland County Park District internship will allow the intern to immerse themselves in the day-to-day operations and inner workings of a county park district. The intern will work directly with the Director of Education and Park Director to achieve the educational and natural history interpretation goals set forth by the park district. There will be many additional opportunities to experience indoor and outdoor activities relating to natural history programming, land management, animal care, administrative duties, and much more. Interns will also work alongside the land and facilities manager, volunteers, and other interns.

### **Primary, daily duties will include, but not be limited to:**

- Assisting with and conducting natural history programming
- Working with and caring for educational and display animals
- Development and production of park district and volunteer newsletters
- Program planning, including development of lesson plans for group field trips and public programs
- Assisting with hands-on research and biotic inventories of park properties
- Interaction with the general public: answering phones, directing visitors, and interpreting nature center information

### **Additional duties will include:**

- Land and trail maintenance
- Exotic/Invasive species control and removal
- Utilizing power equipment & other heavy machinery for land management purposes

### **General Qualifications Required**

The application process is open to high school (currently enrolled or enrolling in some form of pre-college coursework), undergraduate, and graduate students. Preference will be given to applicants with a background in the natural sciences (biology, botany, environmental studies, conservation science, ecology, etc.) and education.

### **Internship Specific Qualifications Required**

- Experience working with children and the general public
- Experience handling reptiles and amphibians, including snakes
- The ability to speak in small and large group settings
- Experience working outdoors in natural settings (forests, fields, wetlands, etc.)

\* Preference given to applicants with a general knowledge of local plant and animals species

### **Organization Summary**

#### **Richland County Park District**

The Richland County Park District is dedicated to introducing and interpreting our region's natural heritage to the citizens of Richland County. Our goal is pursued by preserving natural areas for people to experience, and by providing opportunities for people of all ages to learn about the rich diversity of life and habitats in our county. The Richland County Park District operates several facilities including the Gorman Nature Center, the Richland B&O Trail, and Fleming Falls Park & Preserve.

**Website:** <https://richlandcountyparks.com/>

**Facebook:** Richland County Park District

### **Hours & Compensation**

**Compensation:** \$4,200.00

**Hours:** Wage (per hour) and work schedule (per week) to be determined between the director and the intern over the course of the summer. Will be responsible for work throughout the week and occasional weekends.

### **Contact Information & Application Process**

Resume and cover letter can be delivered in person or sent via mail or e-mail by April 1.

Richland County Park District  
c/o Jason Larson - Executive Director  
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