

STEWARDSHIP INTERNSHIP DESCRIPTION

Job Title: Stewardship Intern

Supervisor: Stewardship Manager

Location: Jacksonville, Florida

Hours and Compensation: \$10 per hour, 15-20 hours per week

Term: July 1, 2019 – September 30, 2019

Position Description:

The Stewardship Intern will assist in environmental interpretation and the management of natural resources in northeast Florida for North Florida Land Trust. Primary responsibilities center around Bogey Creek Preserve, a public access preserve in the Pumpkin Hill neighborhood of Jacksonville. The Stewardship Intern will be responsible for the development of interpretive signage for the preserve, as well as coordination of outreach events and general trail maintenance.

Responsibilities:

Environmental Interpretation & Outreach

- Collaborate with stewardship staff and partners to develop interpretive signage.
- Coordinate service events to assist in preserve management & outreach events to spread NFLT's mission to general public (minimum 3 events per term).
- Work with volunteers to facilitate projects benefitting NFLT's mission.

Natural Resource Monitoring & Management

- Conduct routine trimming and mowing of trails and parking areas.
- Gather species inventory for flora and fauna identified on property.
- Carry out invasive species treatment and removal, as needed.
- Quickly address maintenance issues on property and communicate problems to staff.
- Assist stewardship staff with monitoring of other NFLT preserves and other tasks as needed.

Job Requirements:

- Bachelor's degree (or in progress) required; major in biology, ecology, or related field preferred.
- Experience in environmental education and interpretation preferred.
- Adaptability to variable work schedule – duties will require early mornings, evenings, and weekends.
- Ability to work outdoors for long periods in extreme and variable weather.
- Skilled use of loppers, pole saws, and chainsaws; training can be provided.
- Ability to work independently, communicate effectively, take initiative in problem solving, and report consistently on progress.
- Current and valid driver's license and own form of transportation for travel to field sites.

To apply, please send a cover letter, resume, and contact information for three (3) references to Emily Dunn, Stewardship Manager (edunn@nflt.org). Applications will be accepted until June 14, 2019.