

Summer Internship - Fern Hollow Nature Center

Summer 2019

Position Description:

The nature center is looking for a college intern for the summer of 2019 to oversee the FHNC outdoor classroom and nature play area. The primary role of this intern is to assist the education staff in the everyday maintenance and care of the outdoor classroom, nature play area and native gardens. The intern will also oversee weekly Nature Play Dates and must be comfortable managing small groups of children on their own. In many cases, the intern will be in charge of managing younger counselors and volunteers.

The intern may assist with other summer camps and environmental education programming as needed. Interns may be asked to provide clerical and office assistance at various times. Interns may also be asked to participate in any number of specialty projects dealing with wildlife conservation, water quality analysis, etc... Fern Hollow will provide on-site training.

Specifics:

- Intern will work approximately 150 hours from late-May through August 2019 (approx 12-13 weeks)
- Intern will receive a stipend of \$500.00 at conclusion of work period.
- Hours worked per week will depend on nature center programming schedule.
- Interns can use their hours towards acquisition of credit at any college or university as applicable.
- Interns will work directly with children ranging in age from 3 to 11 years old.

Requirements:

- must be 18 years or older and possess a valid driver's license
- must possess basic computer skills
- must be dependable, reliable and prompt
- must have a strong love for the outdoors, children and nature
- must maintain a clean and professional appearance at all times
- must be available to work some weekends and possibly weeknights
- must be willing to obtain the following clearances to work with children
 - Act 34 (Pennsylvania State Criminal History Record Child)
 - Act 151 (Abuse History Clearance)
 - FBI Fingerprint Clearance

To Apply: **(Application materials must be received by March 15th 2019)**

Please send cover letter, resume and one letter of recommendation to:

Fern Hollow Nature Center
c/o Summer College Intern Position
PO Box 8 - Sewickley PA 15143

Application materials can also be emailed to: susie@fhnc.org