



Summer 2023 Internships - Fern Hollow Nature Center

1901 Glen Mitchell Rd. Sewickley, PA 15143 www.fhnc.org

SUMMER EDUCATION INTERNSHIP POSITION DESCRIPTION (2 Openings):

The main roles of the Education Interns will be to assist Fern Hollow's Education Department in the preparation, planning, & implementation of various environmental education programming, primarily summer camps, with children ranging from 3 to 14 years old. Ideal candidates must be comfortable with independently managing small groups of children. In many cases, interns will also be in charge of directing younger counselors & volunteers. At the end of summer, interns will have the opportunity to lead their own camp.

Interns will also assist with the everyday maintenance & care of the facilities, which includes the FHNC outdoor classroom, nature play area, native gardens & trails. Other occasional duties could include clerical or office assistance, as well as participation in a number of specialty projects dealing with wildlife conservation, water quality analysis, etc. Fern Hollow will provide on-site training.

Begin: Mid-to End-of May 2023

End: Mid-to End-of August 2023

Hours & Pay: Interns will work 230 hours (no more than 20 hours a week; approximately 12-13 weeks total) &, upon fulfillment of hours, will receive a stipend of \$2,300 at the conclusion of their work period. Interns are responsible for keeping an accurate record of hours worked.

Typical shifts will occur Mon thru Fri, between the hours of 8:30 am & 5:00 pm with the possibility of some weekend programming.

Fern Hollow can provide any necessary documentation to the intern's school or institution for acquisition of credit as applicable.

Location: Positions will primarily be based out of Fern Hollow Nature Center at 1901 Glen Mitchell Rd. Sewickley, PA 15143, with occasional off-site travel to other local parks or locations such as Ohio Township Community Park, Walker Park or Sewickley Heights Borough Park. Interns are responsible for their own transportation to work sites.

Requirements:

- Must be at least 18 years old, with a High School diploma or GED, & currently enrolled in a post-secondary program.
- Must hold or be willing to obtain (paid for by FHNC) the following clearances before beginning work:
 - Act 34 (PA State Criminal History Record)
 - Act 151 (Child Abuse History Clearance)
 - FBI Fingerprint Clearance
- Must enjoy the outdoors, working with children, & nature
- Must have reliable transportation
- Primary consideration given to candidates pursuing degrees in natural sciences or education
- Previous leadership or counselor experience in summer camps, scouts, youth groups, etc. is a plus.

TO APPLY: Please email a resume and cover letter to Cam at cam@fhnc.org. In the email subject line please include what position you are applying for.

Deadline to apply is April 21, 2023.