



Summer Internship Lake Stevens, WA

- Compensation:** Competitive, paid internship
Closing Date: **Initial closing date is December 8, 2017 (position is open until filled)**
Terms: Approximately 40 hours per week, 12-week term
Submit application: Via email to Bobbi@snohomishcd.org

Introduction:

- Position opening for a summer intern in the District's Lake Stevens, Washington office.
- The internship will be designed around the intern's experience, training and career goals.
- The intern will have an opportunity to attend the Washington Association of Conservation Districts annual training and networking conference in Leavenworth, Washington in June.
- The intern will be required to complete a specific job-related project, to be negotiated upon hiring, based on skills, experience, interest and knowledge.

Job Description

The mission of the Snohomish Conservation District is to work cooperatively with others to promote and encourage conservation and responsible use of natural resources. The District has a talented staff of professionals that engage in project implementation and outreach activities to promote clean water, healthy salmon habitat, and a viable agricultural community.

Working collaboratively with District staff and engaging in a variety of projects and tasks throughout the summer will offer insight, knowledge and skills that can support future career goals in natural resources and agriculture for a motivated intern.

Job Duties:

- The intern will work with District staff to support various projects with landowners, government agencies, schools and partners. Activities may include assistance with:
 - ArcGIS map creation or mailing list development
 - School projects such as rain gardens and native plantings
 - Restoration projects and vegetation monitoring
 - Outreach events such as farm tours, classes, and fair booths
 - Rain barrel construction and event coordination
 - Support on field visits to provide technical assistance to landowners
- The intern may have the opportunity for work with the Whidbey Island Conservation District 1 day/week (dependent on funding availability).



Highly Valued or Desired Skills and Knowledge:

- Knowledge of soils, natural resource management, or agricultural operations.
- Knowledge of written and oral communication techniques.
- Ability to prepare or develop handouts/fact sheets.
- Ability to work and communicate (oral and written) with individuals in an effective manner.
- Ability to use computers to write reports, and keep track of work progress
- Ability to prepare high quality maps using ArcGIS software, and record field data.
- Ability to organize/plan own schedule of activities and to set priorities related to work goals.
- Ability to maintain accurate records regarding time-keeping and authorized expenses.
- Ability to operate a motor vehicle during daylight and occasionally after dark.
- Ability to work in all types of terrain on foot and operate hand and power tools. Physical effort is occasionally required ~ lifting weights of up to 40 lbs. Work conditions involve all types of topography, weather, or related outdoor features and frequent travel.
- Ability to work well with technically diverse project teams.
- Ability to communicate effectively in a team setting.

Qualifications: This position requires:

- A minimum of 3 years of college credits.
- Self-motivation and an ability to work independently.
- A demonstrated interest or experience in environmental conservation, natural resource management, economic science, and/or agriculture.
- An ability to pass a background check to work with minors.
- A valid Washington State driver's license, clean driving record and dependable transportation.

Final internship work plan will be tailored to applicant's qualifications and District's needs.

To apply for this position:

- Applicants must provide a cover letter, a resume, and a list of three professional references.
- Applications must be received at the Snohomish Conservation District (SCD) office on or before **December 8, 2017 at 4:30 pm** (or until the position has been filled).
- Faxed or emailed applications received by the deadline will be accepted.
- Post-marked applications shall not be considered a substitute for the above requirement.

Please submit the packet to:
Snohomish Conservation District
Attention: Bobbi Lindemulder
528 – 91st Ave. NE. Ste A
Lake Stevens, WA 98258
Or via email to Bobbi@snohomishcd.org