Research Associate Technician Internship

Billion Oyster Project’s summer Research Associate Technician Internship program is an exciting way for young adults, who have completed high school, to explore careers in marine, environmental education and engagement, and nonprofit-related fields. **Apply now to join the 2023 cohort!**

**Deadline to Apply:** March 15, 2023  
**Salary:** $19/hour  
**Start/End Dates:** May 15, 2023 - August 15, 2023 (flexibility to start earlier and/or end later)

**To apply:** Applicants (including high school graduates, college undergrads, and postgraduates) will need to submit a resume and cover letter via the enclosed link, addressed to the Director of Community Engagement.

[https://app.smartsheet.com/b/form/5a90af67356045ce8a9dd141769e12ed](https://app.smartsheet.com/b/form/5a90af67356045ce8a9dd141769e12ed)

**Billion Oyster Project**

Billion Oyster Project is a 501(c)(3) nonprofit organization whose mission is to restore oyster reefs to New York Harbor through public education initiatives.

**Our Vision**

A future in which New York Harbor is the center of a rich, diverse, and abundant estuary. The communities that surround this complex ecosystem have helped construct it, and in return benefit from it, with endless opportunities for work, education, and recreation. The harbor is a world-class public space, well used and well cared for—our Commons.

**Our Ethos**

*Restoration through Education*

We believe that restoration without education is fleeting. To ensure the long-term health and productivity of our natural environment we must teach young people to care for, monitor, and restore their Harbor.

*Education through Restoration*

We believe that students learn best when applying their studies to a large-scale ecosystem restoration project that challenges them to become active participants and takes them out of the classroom, down to the water’s edge to experience the ecosystem first-hand.

**Our Flagship School**

The Urban Assembly New York Harbor School’s mission is to provide a college-preparatory education built upon New York City’s maritime experience that instills in students the ethics of environmental stewardship and the skills associated with careers on the water.

**What You’ll Do:**

The Research Associate Technician will provide support to all the departments of the Billion Oyster Project through a specific programmatic focus. They will also have the opportunity to engage with...
other departments outside of their focus, in order to gain an understanding of an environmental non-profit. The Research Associate Technician will also be responsible for producing a research project and presenting said project to Billion Oyster Project staff at the end of the season. As a Research Associate Technician intern, you will be fully integrated into the organization, attending and reporting out at staff-wide meetings and functions. All Research Associate Technicians will have on-site focus supervisors. The Research Associate Technician Program is managed by the Public Outreach Manager with oversight from the Director of Community Engagement.

**The Internship Site:**

- **Main location** – 134 Carder Rd, Governors Island, New York 10004
- **Additional locations** – Field Stations and ORS sites across New York Harbor

**Candidates should list and rank their focus choices in their cover letter.**

**Billion Oyster Project Programmatic Focus:**

1. **Volunteer and Fabrication:**
   - Assist the team with delivering public volunteer events on Governors Island and at waterfront locations across NYC.
   - Support volunteer activities including but not limited to building oyster structures, preparing recycled shells for setting, counting oysters, collecting data, prepping materials and site prior to volunteer events, and shoreline cleanups.

2. **Public Outreach and Communication:**
   - Staff the Billion Oyster Project Exhibit House and provide Billion Oyster Project tours.
   - Assist with delivering public programs at the BOP Exhibit House and at partner exhibits.
   - Represent Billion Oyster Project at public outreach tabling events.
   - Assist Communications Team with gathering photo/video content at events and in the field, and uploading those files to BOP’s Digital Asset Management platform.
   - Draft social media content and respond to questions received across our channels.

3. **Donor Relations and Outreach:**
   - Assist the Development team with corporate volunteers: provide tours, support volunteer activities, and on-the-ground logistics.
   - Support fundraising efforts and events such as Oyster Socials and Oyster Soirees
   - Assist with data collection and data organization.

4. **Community Science:**
   - Collect and process water quality samples at our Williamsburg Field Station Lab.
   - Assist with oyster research station (ORS) maintenance, installations, data collection, and data organization as needed.
   - Support the community science trainings sessions, lab presentations, and lab visitors.

5. **Outdoor Learning:**
   - Support the Field Station and Education teams with delivering educational activities at field sites across NYC, and provide logistical support for the field day.
   - Provide educational tours on Governors Island.
   - Represent Billion Oyster Project at walk-up Field Station events.
**All Hands on Deck:**

All interns will have the opportunity to monitor oyster reefs and collect data at our sites across the city with our Marine Habitat Resource Specialist. Additionally interns will work together at large events such as the Billion Oyster Project Symposium, and City of Water Day.

**Requirements Are:**

- Ability to work weekends
- Self-motivated, highly organized, upbeat, and flexible
- Ability to work independently and in collaboration with all teams
- Positive work ethic
- Strong communication skills including verbal, written, and public speaking
- Strong time management and customer service skills
- Proficiency in MS Office Suite and/or Google Suite
- Some duties may require moving equipment or materials weighing up to 50 pounds
- Some work will take place on boats, wading in the water, and on-shore in various weather conditions

**The Ideal Candidate:**

- Familiar with marine science, environmental studies, and/or the maritime industry
- Enjoys communicating with the public
- Enjoys working with students, volunteers, and marine life
- Ability to perform administrative tasks with an eye for detail
- Enjoys working in and/or around the water and being outdoors for an extended time
- Flexible to schedule changes
- Experience teaching or providing informal instruction to children and/or adults (or willingness to learn)
- Ability to travel with the crew on small vessels

*Our goal is to be a diverse workforce that is representative, at all job levels, of the communities we serve. We are committed to providing an environment of mutual respect where equal employment opportunities are available to all applicants and teammates without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws. The Billion Oyster Project believes that diversity and inclusion among our teammates are critical to our success as an organization, and we seek to recruit, develop, and retain the most talented people from a diverse candidate pool.

Any person working in the New York City DOE buildings, working with NYC DOE students, or who has access to NYC DOE confidential information is required by New York State law to undergo a security clearance, including fingerprints, prior to commencing services. All prospective employees (either working for NYC DOE or for a Vendor) must have a security clearance before starting work. No one can be fingerprinted by the NYC DOE or undergo the security clearance unless they have been added to the organization or agency’s PETS (Personnel Eligibility Tracking System) roster.