



<b>Job title</b>	<i>Naturalist Internship</i>
<b>Reports to</b>	<i>Director of Education and Community Programs</i>

## **Job Purpose**

This internship is an opportunity for students pursuing degrees in environmental science/studies, education, early childhood education, biology, geosciences, natural sciences, outdoor recreation management, or wildlife conservation. Interns will gain experience developing and planning environmental education programs for all ages, working with visitors to connect them to nature, and learning the day to day operations of a busy nature center. Each intern will also develop their own project related to their career goals and area of interest/study.

## **Duties and responsibilities**

1. Assist Education staff with the development and delivery of public and group programs on environmental topics for children and adults.
2. Maintain supplies needed for programs and exhibits.
3. Work with Education staff to deliver positive visitor engagement experiences.
4. Develop nature-focused programs and guided hikes then deliver them to the public.
5. Under supervision of the Education staff, deliver daily care to exhibit animals.
6. Any other duties as assigned by the Asbury Woods Director of Education.

## **Qualifications**

1. A college degree in progress. Preferred degrees include: environmental science/studies, biology, geosciences, natural sciences, education, outdoor recreation management, wildlife conservation, or closely related fields.
2. Background or strong interest in nature, science or outdoor recreation.
3. Experience interacting with members of the public in a professional or educational setting or volunteer capacity.
4. Some experience working with children is a plus, either as a volunteer or in a paid position.
5. All state and federal background checks required by PA for volunteers who have direct contact with children must be obtained by naturalist interns.

## **Working conditions**

AMERICANS WITH DISABILITIES ACT STATEMENT:

External and internal applicants, as well as position incumbents who become disabled, must be able to perform the essential job functions of the Program Assistant position (listed within Position Specifications) either unaided or with the assistance of a reasonable accommodation to be determined by the organization on a case by case basis.

## **Position Specifications**

### **Physical demands**

1. Able to perform work-related tasks in various indoor and outdoor environments.
2. Frequent and repetitive use of a computer, including email and other input and retrieval.
3. Standing for extended periods of time.
4. Manual dexterity to use hand tools and office equipment.

### **Temperament**

1. Ability to work as a member of a team
2. Must be courteous to public and co-workers
3. Must be cooperative, congenial, service oriented, and promote these qualities at Asbury Woods
4. Demonstrates and advocates for inclusiveness in environmental education
5. Must be able to respond to directions and accept constructive feedback
6. Ability to work in an environment with frequent interruptions
7. Must be flexible and able to work in a fast-paced, dynamic environment.

### **Cognitive Ability**

1. Ability to follow verbal and written directions
2. Ability to read and respond to written correspondence
3. Ability to complete assigned tasks with some supervision
4. Ability to read, write, and do complex computations
5. Ability to use correct grammar, sentence structure, and spelling
6. Ability to compose clear, concise sentences and paragraphs
7. Ability to exercise good judgment in prioritizing tasks and problem solving
8. Ability to communicate effectively to the public

### **Sensory ability**

1. Visual acuity to read correspondence and computer screen
2. Ability to speak clearly and distinctly

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Review Date: 7/31/2023