Position Description & Qualifications

**Supervisor:** Science Specialist

**Session:** February-March/April 2020 (depending on school schedule)

**Duration:** 15 - 25 hours per Week

**Compensation:** Unpaid internship

**Application Due:** January 15, 2020

**Position Description:**

The Harbor WildWatch Internship Program is designed to train future environmental educators in the Puget Sound region. Interns will have the opportunity to deliver environmental education programs in the field, classroom and professional setting. Individuals who complete the internship experience will gain valuable skills and confidence in public speaking, classroom management and delivering educational messages to a wide audience. This is a part time, unpaid internship position and selected individuals work under the close supervision of paid staff members.

The ideal candidate has (or is pursuing) a background in marine or environmental science and is passionate about the marine environment. This individual must be skilled in organization, possess strong interpersonal skills, and thrive in a collaborative working environment. This person will serve as a resource and inspiration to HWW students, volunteers, teachers, and parents.

**About Harbor WildWatch:**

HWW is a nonprofit 501 (c) (3) environmental educational organization based in Gig Harbor, Washington. Our mission is to inspire stewardship for the Puget Sound by providing learning opportunities about the environment to the people of our local community. We accomplish this by providing over 600 environmental education programs annually through interpretive beach and pier events for the public, classroom science workshops for elementary and middle school students, and a marine enrichment experience for local children and their parents. Our motto is **Learn. Have Fun.**

**Candidate Requirements**

- Passion for the Salish Sea and marine environment
- In pursuit or recent graduate with degree in biology, marine science, environmental science, or a related field
- Proficient in Microsoft Office products including Word, Excel, and PowerPoint
- Strong written and oral presentation skills
- Ability to communicate well with adults and children
- Demonstrate leadership and time management skills
- Reliable, adaptable, and have a good sense of humor
- Dress in appropriate apparel when representing the organization
- Capable of transporting equipment up to 50 pounds
- Possess a valid driver’s license and pass a background check

**Candidate Preferences**

- Teaching experience, particularly related to environmental education or field science
- Working knowledge of social media
- Possess First Aid and CPR Certification
Harbor WildWatch Intern – Objectives & Opportunities

The Intern will provide the public and students with information about the Puget Sound marine environment through unique educational opportunities. This includes outdoor science programs, classroom workshops, junior naturalist training programs, and outreach events. The goal of each HWW intern is to gain professional experience in environmental education and valuable skills that will improve future employment opportunities.

Intern Objectives:
A. Train a minimum of 15 hours per week with HWW staff
B. Increase personal knowledge and understanding of Puget Sound marine environment
C. Learn to deliver clear and concise environmental education messages to a wide audience
D. Complete a culminating project over the course of the internship (may be applied for school credit)

Learning Opportunities:
- Assist in delivering outdoor programs at local docks, beaches & parks
- Assist in delivering classroom workshops in the South Puget Sound
- Learn to conduct/analyze student pre/post tests
- Assist with delivering Youth Naturalist Training Program
- Learn to execute a successful beach monitoring program
- Contribute to volunteer training and development
- Learn to work in a collaborative and dynamic environment
- Learn effective method of inventory management
- Learn basic grant writing techniques
- Learn basic office skills through various administrative projects
- Learn basic marketing and communications strategies, including visual and editorial print/online communication, social media, and press releases

To Apply:
1. Complete the Internship Application Form. Can be obtained from http://www.harborwildwatch.org/about-us-1/internships/
2. Include a cover letter or 1-3 minute video that describes your expectations of an internship experience along with your personal goals and objectives
3. Include a detailed resume

E-mail or mail all required information to our Science Specialist, Stena Troyer
Stena@harborwildwatch.org
or
Harbor WildWatch
ATTN: Naturalist - Internship
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