



## Intern Job Description: Natural Resources Intern

The Fairbanks Youth for Habitat program promotes career exploration through community involvement. In its 12th year, the program provides youth with skills, work ethic, character, and environmental stewardship through local habitat projects. It improves the community with habitat restoration, enhancing public spaces for human and wildlife interactions. It also creates a first job experience and career pathway for local youth in outdoor and natural resources fields, fostering partnerships with local agencies to emphasize youth as stewards and active community members.

[Fairbanks Soil & Water Conservation District](#) (FSWCD) promotes sustainable land development and works with private landowners to address their natural resource concerns. By partnering with local, state, and federal organizations, the FSWCD provides education and technical assistance to private landowners with soil, agriculture, water, invasive species, forestry, land development, and other related natural resource issues. FSWCD operates the Fairbanks Youth for Habitat program as part of this mission.

In 2024, the Fairbanks Youth for Habitat (YFH) program will enlist two seasonal Natural Resource Interns to co-coordinate and co-lead the 10-week youth development initiative in the Fairbanks area, emphasizing awareness of post-high school opportunities and careers in natural resources and offering educational and practical experience for enthusiastic candidates.

The [2024 YFH program](#) will include three two-week long Beginner Corps sessions, each comprised of up to 8 students aged 13-14 from the Fairbanks North Star Borough School District, home schools, and other local youth in Fairbanks. In 2024, there will also be two two-week-long Advanced Corps sessions comprised of up to 8 participants from the 2023 Youth for Habitat Program- Beginner Corps.

**Position:** Natural Resources Intern

**Description:** The Natural Resources Intern will coordinate daily operations, including supervising middle school youth, managing logistics and budgets, conducting scientific observation, ensuring participant safety, and fostering positive interactions with the public to promote environmental stewardship during the 10-week youth development program.

**Responsibilities:** Responsibilities include:

- Attending FSWCD Orientation
- Becoming familiar with the program objectives and expectations
- Interviewing and selecting new and returning program participants
- Following FSWCD protocol for employee and student behavior and interaction
- Following a predetermined schedule of activities
- Supervising and directing up to eight 13–14-year-old students per 2-week session, 5 sessions total, keeping students engaged in programming.

- Maintaining a daily activity and financial expenditure journal.
- Gathering, maintaining, and reporting on data gathered in the field, which may include [Global Learning and Observations to Benefit the Environment](#) (GLOBE).
- Maintaining, cleaning, and organizing materials, vehicles, and storage spaces.
- Instructing and managing middle school youth
- Working and encouraging others positively towards unfavorable conditions, including bugs, mud, rain, work in waterways, cold, hot, humid weather, etc.
- Completing all final reports. Checking in all program materials.

**Qualifications:**

Demonstrate the following:

- Valid driver's license
- Computer literacy (working knowledge of word processing, PowerPoint, Excel). Proficiency in Excel is highly desired.
- Experience and a strong desire to work with middle school youth.
- Experience with scientific observation, data recording, and reporting.
- Completed or working toward a college degree, preferably in a related field (e.g., Natural Resources, Wildlife, Biology).
- Worked as a partner or team member in a large project.
- Self-motivated, good organizational skills, detail-oriented, ability to prioritize, multi-task, and meet deadlines.
- An effective communicator, both written and oral; phone skills are necessary.

**Term:**

May 6 to August 23, 2024

**Hours:**

M-F, 8 Hours/day (8:00 am – 4:00 pm), 40 Hours/Week- May 6 through August 23, 2024 (Holidays off: Memorial Day and July 4<sup>th</sup>)

**Compensation:**

\$25.00/hour

**Office Location:**

590 University Ave. Suite 2, Fairbanks, AK

**To Apply:**

Please send a cover letter and resume to [scott.fswcd@gmail.com](mailto:scott.fswcd@gmail.com).