

Alaska U.S. Fish & Wildlife Service
2012 Student Employment Program
Intern Request Form

Please Complete all information listed in BLUE

Kodiak National Wildlife Refuge

FWS Office

402 Center Avenue Kodiak AK 99615

Address City State Zip

Shelly Lawson (907)487-0283 Michelle_Lawson@fws.gov

FWS Project Leader Phone Email

Shelly Lawson Education Specialist (907)487-0283 Michelle_Lawson@fws.gov

Intern Supervisor (if different) Title Phone Email

April 9, 2012 (Some flexibility) Kodiak, Alaska

Start Date for internship Location of Internship

Housing/Travel

No

Does the internship location require the intern to have his own vehicle to get to work?

None

What kind of public transportation is available in the area?

Yes

Will you or another FWS staff be able to pick up the intern at the airport if needed?

ADQ Kodiak, Alaska

Nearest airport to the internship location

Yes

Will your office be able to provide housing for your intern?

Housing Description:

Housing will be either in the USFWS bunkhouse or in a rental house in the community of Kodiak. Beds, bedding, cookware, furniture are provided.

Required Training

Check all the apply to this position

★	IT Security Training, QuickTime, General USFWS Overview- provided by FWS
★	Bear Safety –provided by FWS
	Firearms
	Boat Safety and Operation
★	Aircraft Safety(required for travel in government float planes- provided by FWS
★	CPR and wilderness first aid – provided by FWS
	ATV Training
	Site/Job Specific (please describe): EXAMPLES:

Intern Position Description

Salmon Camp Director

GS 4-5

Position Title

GS or WG and what level?

DUTIES

The Kodiak National Wildlife Refuge has an annual environmental education camp entitled, “Kodiak Summer Science and Salmon Camp”. The Camp Director will lead this summer science camp under the direction of the Environmental Educational Specialist. The camp director will provide essential leadership to encourage conservation values on the part of staff and campers and will cultivate effective working relationships with and among staff, volunteers, cooperating agency representatives, camp participants and their families. The Director will oversee, mentor and guide three Student Conservation Association Salmon Camp instructors as well as teen volunteers and ensure the delivery of Salmon Camp curriculum.

Salmon Camp consists of 7 sessions, each 5 days in length, in the city of Kodiak, Alaska. In addition, Salmon Camp travels via float or wheeled plane for overnight trips to the six outlying villages of the Kodiak Archipelago. One session of camp is for middle school students and involves travel by boat for a camping experience on a neighboring island.

As Director Salmon Camp your duties will be to:

- o Lead 3 instructor interns and volunteers in providing environmental education to youth (kindergarten – 8th grade).
- o Contribute to and become familiar with camp programming and curriculum.
- o Assist in planning camp layout and camp set up/break down.
- o Assist in the coordination of instructor and teen leaders training schedule and co-facilitate intern/volunteer staff training with Education Specialist.
- o Direct all activities during camp including curriculum delivery, transportation, safety awareness, emergency

response, and intern/volunteer supervision.

- o Serve as a healthy role model, teacher, and guide providing insight, direction, and support for campers, interns and volunteers.

- o Coordinate a full evaluation of camp and prepare evaluation reports and recommendations for future camp sessions.

- o A minor role will be to assist the Kodiak Refuge Visitor Center with other Environmental Education programs and public outreach such as the Salmon Celebration.

EDUCATION LEVEL, SKILL, INTERESTS

Please note specific skills, competencies, interests, classes selected, or other qualifications that would be useful for an intern to have in order to make a significant contribution on this project.

Requirements for this position:

- o Valid Driver's License

- o Willing to work in a temporary seasonal position not-to-exceed 1,039 hours during a field season.

- o Willing to work long days if necessary, which may include working on some holidays, weekends, and evenings.

- o Pass a background check.

- o Willing to travel, work, and live in remote, isolated locations in Alaska for 4 ½ months and to provide your own transportation to Kodiak, Alaska.

- o Willing and able to travel via boat and fixed-winged aircraft; walk on uneven ground; and speak publicly in front of children and adults in a camp setting.

- o Interest in working daily with young children in an education camp environment.

- o Willing and able to work outdoors for extended periods of time in inclement weather.

Desired Skills and background:

- o Knowledge and/or experience in providing hands on environmental education to a variety of ages.

- o Education or background in environmental studies, biology, ecology or other relevant field of study.

WORK CONDITIONS, CLOTHING GEAR

Kodiak is a maritime climate in the state of Alaska and received around 66" of rain annually. Temperatures are commonly in the low 60's for a summer time high. Rain gear and layers for warmth are necessary.

Much of Salmon Camp occurs outside rain or shine. Proper clothing is required for walking and hiking in inclement weather.

To apply: Send a cover letter and resume to Shelly Lawson at Michelle_Lawson@fws.gov with the subject "Salmon Camp Director". Selected applicant will be required to provide transcripts and a letter from their school documenting their Fall 2012 student status prior to hire.